

Island County
2020 MULTI-JURISDICTION HAZARD MITIGATION PLAN UPDATE
VOLUME 2: PLANNING PARTNER ANNEXES

DRAFT

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Island County
2020 Multi-Jurisdiction Hazard Mitigation Plan Update
Volume 2—Planning Partner Annexes

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CHAPTER 1.

PLANNING PARTNER PARTICIPATION

1.1 BACKGROUND

The Federal Emergency Management Agency (FEMA) encourages multi-jurisdictional planning for hazard mitigation. Such planning efforts require all participating jurisdictions to fully participate in the process and formally adopt the resulting planning document. Chapter 44 of the Code of Federal Regulations (44 CFR) states:

Multi-jurisdictional plans (e.g. watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process and has officially adopted the plan. (Section 201.6.a(4))

In the preparation of the 2020 *Island County Hazard Multi-Jurisdiction Hazard Mitigation Plan Update*, a Planning Partnership was formed to leverage resources and to meet requirements of the federal Disaster Mitigation Act of 2000 (DMA) for as many eligible local governments in Island County as possible. The DMA defines a local government as follows:

Any county, municipality, city, town, township, public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribe or authorized tribal organization, or Alaska Native village or organization; and any rural community, unincorporated town or village, or other public entity.

There are two types of Planning Partners in this process, with distinct needs and capabilities:

- Incorporated municipalities (cities and towns)
- Special purpose districts (e.g., fire, hospital, school, water)

For purposes of this update, the base plan shall serve as the County's Hazard Mitigation Plan, with specific County data identified within the various tables within Volume 1. Volume 1 also provides specific risk (and other) data associated with each of the municipal planning partners. In some cases, that data is not again identified within the local partner's annex to reduce redundancy. The respective annex templates are not intended to be stand-alone documents, but rather capture additional information which is specific to each planning partner.

1.2 THE PLANNING PARTNERSHIP

Initial Solicitation and Letters of Intent

The Planning Team solicited the participation of the County and recognized special purpose districts at the outset of this project. Initial letters or emails were sent out to identify potential stakeholders for this process. The purpose of the letter was to introduce the planning process to jurisdictions in the County that could have a stake in the outcome of the planning effort, as well as to invite participation in the effort. The County also solicited involvement through direct communications conducted by the Director of Island County Emergency Management, as well as by other planning partners.

The planning process kickoff meeting was held to solicit planning partners and inform potential partners of the benefits of participation in this effort. County-identified eligible local governments within the planning area were invited to attend; a press release of the meeting was also published. Various agency and citizen stakeholders were also invited to this meeting. The goals of the meeting were as follows:

- Provide an overview of the Disaster Mitigation Act.
- Provide an update on the planning grant.
- Outline the Island County plan update work plan.
- Describe the benefits of multi-jurisdictional planning.
- Solicit planning partners.
- Confirm a Planning Team.

All interested local governments were provided with a list of planning partner expectations developed by the Planning Team and were informed of the obligations required for participation. Local governments wishing to join the planning effort were asked to provide the Planning Team with a notice of their intent to participate, acknowledging the planning partner expectations and designating a point of contact for their jurisdiction.

Maps for each participating municipality are provided in the individual annexes for those jurisdictions. A map at the end of this chapter shows the boundaries of Island County fire districts. These maps will be updated periodically as changes to the partnership occur, either through linkage or by a partner dropping out due to a failure to participate.

Planning Partner Expectations

The Planning Team developed the following list of planning partner expectations, which were confirmed at the kick-off meeting:

- Each partner will provide a “Letter of Intent to Participate,” or in some manner acknowledge their intent to take part.
- Each partner will support and participate in the development of the update by providing requested information. Support includes this body making decisions regarding plan development and scope on behalf of the partnership.
- Each partner will provide support for the public involvement strategy developed by the Planning Team in the form of mailing lists, possible meeting space, and media outreach such as newsletters, newspapers or direct-mailed brochures.
- Each partner will participate in plan update development activities such as:
 - Planning Team meetings
 - Public meetings or open houses
 - Workshops and planning partner sessions
 - Public review and comment periods prior to adoption.

Attendance will be tracked at such activities, and attendance records will be used to track and document participation for each planning partner. A minimum level of participation was established, as identified in the ground rules attached as Appendix B - Planning Team Ground Rules.

- Each partner will be expected to perform a “consistency review” of all technical studies, plans, and ordinances specific to hazards identified within the planning area to determine the existence of plans, studies or ordinances not consistent with the equivalent documents reviewed in preparation of the County plan. For example: if a planning partner has a floodplain management plan that makes recommendations that are not consistent with any of the County’s basin plans, that plan will need to be reviewed for probable incorporation into the plan for the partner’s area.
- Each partner will be expected to review the risk assessment and identify hazards and vulnerabilities specific to its jurisdiction. Contract resources will provide jurisdiction-specific mapping and technical consultation to aid in this task, but the determination of risk and vulnerability will be up to each partner.
- Each partner will be expected to review the mitigation recommendations chosen for the overall county and determine if they will meet the needs of its jurisdiction. Projects within each jurisdiction consistent with the overall plan recommendations will need to be identified, prioritized and reviewed to determine their benefits and costs.
- Each partner will be required to create its own action plan that identifies each project, who will oversee the task, how it will be financed and when it is estimated to occur.
- Each partner will be required to sponsor at least one public meeting to present the draft plan at least two weeks prior to adoption (various ways in which this may be met).
- Each partner will be required to formally adopt the plan.

It should be noted that by adopting this plan, each planning partner also agrees to the plan implementation and maintenance protocol established in Volume 1. Failure to meet these criteria may result in a partner being dropped from the partnership by the Planning Team, and thus losing eligibility under the scope of this plan.

Linkage Procedures

Eligible local jurisdictions that did not participate in development of this hazard mitigation plan update may comply with DMA requirements by linking to this plan following the procedures outlined in Appendix C.

1.3 ANNEX-PREPARATION PROCESS

Templates

Templates were created to help the Planning Partners prepare their jurisdiction-specific annexes. Since special purpose districts operate differently from incorporated municipalities, separate templates were created for the two types of jurisdictions. The templates were created so that all criteria of 44 CFR Section 201.6 would be met, based on the partners’ capabilities and mode of operation. Each partner was required to participate in a technical assistance workshop during which key elements of the template were completed by a designated point of contact for each partner and a member of the Planning Team. The templates were set up to lead each partner through a series of steps that would generate the DMA-required elements that are specific for each partner.

Workshop

Workshops were held for Planning Partners to learn about the templates and the overall planning process. In addition to the workshops, one-on-one meetings and/or telephone conferences were also held to provide assistance. The sessions provided technical assistance and an overview of the template completion process.

Topics addressed included the following:

- DMA
- Island County plan background
- The Annex templates and Instructions
- Risk ranking (Calculated Priority Risk Index - CPRI)
- Developing an action plan
- Cost/benefit review.

In the risk-ranking exercise, each planning partner was asked to rank each risk specifically for its jurisdiction, based on the impact on its population or facilities. Municipalities were asked to base this ranking on probability of occurrence and the potential impact on people, property, and the economy. Special purpose districts were asked to base this ranking on probability of occurrence and the potential impact on their constituency, their vital facilities and the facilities' functionality after an event. The methodology followed that used for the countywide risk ranking presented in Volume 1. A principal objective of this exercise was to familiarize the partnership with how to use the risk assessment as a tool to support other planning and hazard mitigation processes. Tools utilized during these sessions included the following:

- The risk assessment results developed for this plan
- Hazard maps for all hazards of concern
- Special district boundary maps that illustrated the sphere of influence for each special purpose district partner
- Hazard mitigation catalogs
- Federal funding and technical assistance catalogs
- Copies of partners' prior annexes, if applicable
- Calculated Priority Risk Ranking Table
- Loss Matrices, Critical Facility Exposure and Impact Tables, Comprehensive Data Management System database attribute tables, etc..

Prioritization

44 CFR requires actions identified in the action plan to be prioritized (Section 201.c.3.iii). The Planning Team developed a methodology for prioritizing the action plans that meets the needs of the partnership and the requirements of 44 CFR. The actions were prioritized according to the following criteria:

- **High Priority**—Project meets multiple plan objectives, benefits exceed cost, funding is secured under existing programs, or is grant eligible, and project can be completed in 1 to 5 years (i.e., short term project) once funded.

- **Medium Priority**—Project meets at least 1 plan objective, benefits exceed costs, requires special funding authorization under existing programs, grant eligibility is questionable, and project can be completed in 1 to 5 years once funded.
- **Low Priority**—Project will mitigate the risk of a hazard, benefits exceed costs, funding has not been secured, project is not grant eligible, and timeline for completion is long term (5 to 10 years).

These priority definitions are dynamic and can change from one category to another based on changes to a parameter such as availability of funding. For example, a project might be assigned a medium priority because of the uncertainty of a funding source, but be changed to high once a funding source has been identified. The prioritization schedule for this plan will be reviewed and updated as needed annually through the plan maintenance strategy.

Benefit/Cost Review

44 CFR requires the prioritization of the action plan to emphasize a benefit/cost analysis of the proposed actions. Because some actions may not be implemented for up to 10 years, benefit/cost analysis was qualitative and not of the detail required by FEMA for project grant eligibility under the Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation (PDM) grant program. A review of the apparent benefits versus the apparent cost of each project was performed. Parameters were established for assigning subjective ratings (high, medium, and low) to costs and benefits as follows:

- Cost ratings:
 - **High**—Existing funding levels are not adequate to cover the costs of the proposed action; implementation would require an increase in revenue through an alternative source (for example, bonds, grants, and fee increases).
 - **Medium**—The action could be implemented with existing funding but would require a re-apportionment of the budget or a budget amendment, or the cost of the action would have to be spread over multiple years.
 - **Low**—The action could be funded under the existing budget. The action is part of or can be part of an existing, ongoing program.
- Benefit ratings:
 - **High**—The action will have an immediate impact on the reduction of risk exposure to life and property.
 - **Medium**—The action will have a long-term impact on the reduction of risk exposure to life and property or will provide an immediate reduction in the risk exposure to property.
 - **Low**—Long-term benefits of the action are difficult to quantify in the short term.

Using this approach, projects with positive benefit versus cost ratios (such as high over high, high over medium, medium over low, etc.) are considered cost-beneficial and are prioritized accordingly.

It should be noted that for many of the strategies identified in this action plan, funding might be sought under FEMA’s HMGP or PDM programs. Both of these programs require detailed benefit/cost analysis as part of the application process. These analyses will be performed on projects at the time of application preparation. The FEMA benefit-cost model will be used to perform this review. For projects not seeking financial assistance from grant programs that require this sort of analysis, the Partners reserve the right to define “benefits” according to parameters that meet their needs and the goals and objectives of this plan.

Analysis of Mitigation Initiatives

Each Planning Partner further reviewed its recommended initiatives to classify them based on the hazard it addresses and the type of mitigation it involves. This analysis incorporated, among others, the Community Rating System scale, identifying each mitigation action item by type. Mitigation types used for this categorization are as follows.



- **Prevention:** Government, administrative or regulatory actions that influence the way land and buildings are developed to reduce hazard losses. This includes planning and zoning, floodplain laws, capital improvement programs, open space preservation, and stormwater management regulations.
- **Public Information and Education:** Public information campaigns or activities which inform citizens and elected officials about hazards and ways to mitigate them – a public education or awareness campaign, including efforts such as: real estate disclosure, hazard information centers, and school-age and adult education, all of which bring awareness of the hazards of concern.
- **Structural Projects:** Efforts taken to secure against acts of terrorism, manmade, or natural disasters. Types of projects include levees, reservoirs, channel improvements, or barricades which stop vehicles from approaching structures to protect.
- **Property Protection:** Actions taken that protect the properties. Types of efforts include: structural retrofit, property acquisition, elevation, relocation, insurance, storm shutters, shatter-resistant glass, sediment and erosion control, stream corridor restoration, etc. Protection can be at the individual homeowner level, or a service provided by police, fire, emergency management, or other public safety entities.
- **Emergency Services / Response:** Actions that protect people and property during and immediately after a hazard event. Includes warning systems, emergency response services, and the protection of essential facilities (e.g., sandbagging).
- **Natural Resource Protection:** Wetlands and floodplain protection, natural and beneficial uses of the floodplain, and best management practices. These include actions that preserve or restore the functions of natural systems. Includes sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.
- **Recovery:** Actions that involve the construction or re-construction of structures in such a way as to reduce the impact of a hazard, or that assist in rebuilding or re-establishing a community after a disaster incident. It also includes advance planning to address recovery efforts which will take place after a disaster. Efforts are focused on re-establishing the planning region in such a way as enhance resiliency and reduce impacts to future incidents. Recovery differs from response, which occurs during, or immediately after an incident. Recovery views long-range, sustainable efforts.

1.4 PROJECT TRACKING

During those times when planning partners receive grant funds for an identified project from the Pre-Disaster Mitigation Program, the Hazard Mitigation Grant Program, the Flood Mitigation Assistance Program, or other grant programs, in addition to the work products described in the approved work plans, planning partners will provide necessary information for the funded projects by quarterly or semi-annual (depending on reporting requirements of funding agencies) performance reports. Those reports will identify accomplishments toward completing the work plan commitments, which will

include a discussion of the work performed for all work plan components, a discussion of any existing or potential problem areas that could affect project completion, budget status, and planned activities for the subsequent quarter (and/or annual and/biannual basis depending on the funding agency requirements and Tribal regulations). The reports will be submitted to the funding agency by the assigned Project Manager and/or grant coordinator. The agency-specific final grant closeout documents will also be prepared by the Project Manager or grant coordinator at the conclusion of the performance period and submitted to the funding agency.

1.5 FINAL COVERAGE UNDER THE PLAN

Of the planning partners that originally committed to this project, those fully meeting the participation requirements specified by the Planning Team, including workshop attendance and submission of their completed templates, are included within this volume, and will seek DMA compliance under this plan.

TABLE 1-1. PLANNING PARTNER STATUS			
Jurisdiction	Attended Workshop?	Completed Template?	Will Be Covered by This Plan?
Island County	Yes	Yes	Yes
Town of Coupeville	Yes	Yes	Yes
City of Langley	No	No	No
City of Oak Harbor	Yes	Yes	Yes
Camano Island Fire & Rescue	Yes	Yes	Yes
South Whidbey Fire/EMS	Yes	Yes	Yes
Central Whidbey Island Fire & Rescue	Yes	Yes	Yes
Whidbey General Public Hospital District	Yes	Yes	Yes
Port of South Whidbey	No	No	No
Port of Coupeville	No	No	No

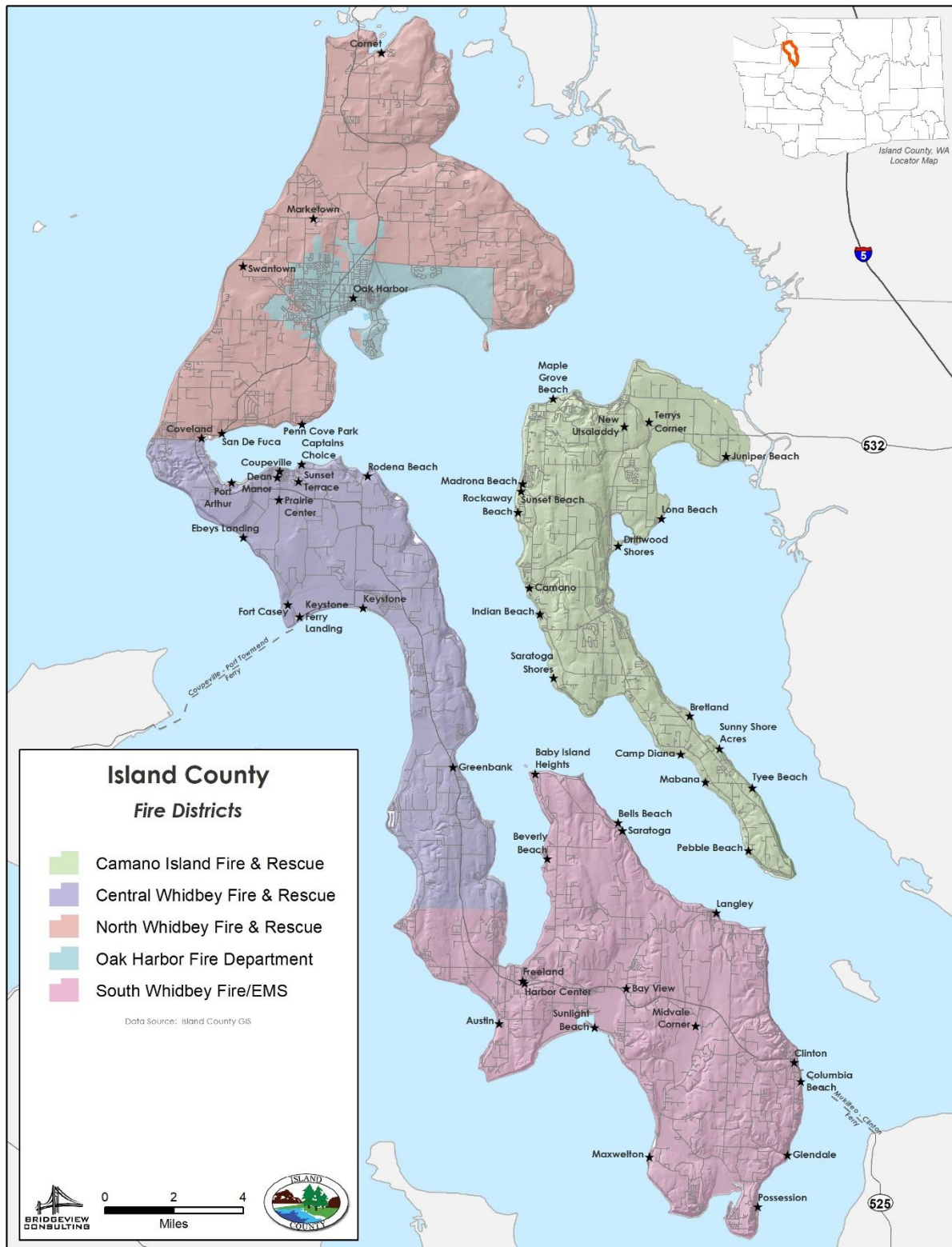


Figure 1-1 Fire and EMS Districts Countywide

CHAPTER 2. CITY OF OAK HARBOR ANNEX

2.1 INTRODUCTION

This Annex details the hazard mitigation planning elements specific to the City of Oak Harbor, a participating jurisdiction to the Island County Hazard Mitigation Plan Update. This Annex is not intended to be a standalone document, but rather appends to and supplements the information contained in the base plan document. As such, all sections of the base plan, including the planning process and other procedural requirements apply to and were met by the City of Oak Harbor. For planning purposes, this Annex provides additional information specific to the jurisdiction, with a focus on providing greater details on the risk assessment and mitigation strategy for this community only. This document serves as an update to the previously completed plan. All relevant data has been carried over and updated with new information as appropriate and as identified within the planning process discussed in Volume 1.

2.2 HAZARD MITIGATION PLANNING TEAM POINT(S) OF CONTACT

The City of Oak Harbor followed the planning process detailed in Section 2 of the Base Plan. In addition to providing representation on the County's Planning Team, the City of Oak Harbor also formulated their own internal Planning Team to support the broader planning process. Individuals assisting in this Annex development are identified below, along with a brief description of how they participated.

Local Planning Team Members		
Name	Position/Title	Planning Tasks
Ray Merrill, Fire Chief 855 E Whidbey Ave Oak Harbor WA 98277 360-279-4701 rmerrill@oakharbor.org	Primary Point of Contact	Primary author of annex template; meeting attendance; provided information to Planning Team; conducted public outreach; presented plan to Council for review and adoption;
Rajesh (Cac) Kamak Director of Development Services 865 SE Barring Dr Oak Harbor WA 98277 360-279-4511 ckamak@oakharbor.org	Director of Development Services	Provided information on regulatory authority; provided NFIP data and information; served as alternate at Planning Team meetings.

2.3 COMMUNITY PROFILE

The following is a summary of key information about the jurisdiction and its history:

- **Date of Incorporation**—May 14, 1915
- **Current Population**—22,970 as of 2019.

Population Growth— Oak Harbor incorporated May 14, 1915 and had a population of 337 residents. Upon completion of Deception Pass Bridge and the construction of Naval Air Station

Whidbey Island the population increased to nearly 4,000 residents by 1960. The growth has steadily increased to today's population of 22,970 (2019 figures).

- **Location and Description**— Oak Harbor is the largest city on Whidbey Island. Whidbey Island is in the Northwest section of Washington at the head waters where Puget Sound insects with the Straights of Juan De Fuca. Approximately 80 miles north of Seattle and 50 miles south of Vancouver British Columbia. Access to the Island is State Highway 20 via the Deception Pass Bridge to the north, (through Skagit County) and Washington State Ferry system from the west and south.
- **Brief History**— Oak Harbor incorporated May 14, 1915. However, it was in early 1850's that two settlers staked their claims in what is now Oak Harbor. The Irish and Dutch soon arrived, farming and fishing were the main staples of life in and around Oak Harbor. In 1906 the first high school was constructed. The only way to and from Oak Harbor and Whidbey Island was via the water, that changed in 1935 when Deception Pass Bridge was completed. In the 1940's the U.S. Navy arrived and constructed the Naval Air Station first the Sea Plane Base, and then Ault Field. Today Oak Harbor is a thriving community.
- **Climate**— Oak Harbor enjoys a moderate marine climate. During the summer months there will be warm sunny days with temperatures into the 80's. While the winter months are overcast with few days below freezing. Oak Harbor averages 21 inches of rain per year. The location of Oak Harbor puts us in the rain shadow area of the Olympic Mountains.
- **Governing Body Format**— Oak Harbor utilizes a Mayor / City Council form of government.
- **Development Trends**— For many, Oak Harbor is considered a retirement community. Scores of retired military personnel consider Oak Harbor home. There are no large-scale factories, manufacturing companies, or heavy industrial type operations. There are many specialized light industrial companies producing medical supplies, technology, or electronics. Oak Harbor has its quaint and one-of-a-kind stores, as well as large retailers. Looking towards the future, Oak Harbor would like to expand on the clean, light industrial manufacturing companies.

Oak Harbor has, to a large extent, been able to effectively manage development impact. Since completion of the last plan, development has consisted primarily of residential construction, with limited impact with respect to the vulnerability from the new construction, with the exception of the norm as it relates to increased population numbers, and an increase in structure count, but the development itself has not exacerbated or increased risk. The one area of concern remains the area of Freund Marsh, which is located in the southwest section of the City, adjacent to the harbor. During high tides and heavy rains, flooding in the area has occurred. Long range plans include methods to reduce the severity of any flooding, but that area will continue to be of concern to the City. The City has identified this as a potential strategy in this edition of the 2020 HMP update.

One project completed since completion of the 2015 plan is a retention pond utilized to capture excess runoff and stormwater. Completion of that project has enhanced the community, while reducing the potential impact from flood and severe storm events.

Development Services is responsible for articulating Oak Harbor's mission through ongoing implementation and refinement of the Comprehensive Plan and development regulations and standards. The department conscientiously applies and administers the City's development regulations and standards to help guarantee safe infrastructure and building construction. This is achieved through providing accurate technical information, and carrying out community-enhancing projects.

Development Services is broken down into two primary sections:

The [*Building Division*](#), which administers the International Building Codes for residential, commercial, and industrial structures through its permit and inspection activities and provides [*code enforcement*](#) services, which deals with property maintenance issues and zoning code compliance.

The [*Planning Services Division*](#) is responsible for current planning, growth management planning, environmental reviews, zoning assistance, urban design review, community development projects and general public assistance in land use matters.

Combined, these divisions have effectively managed growth and land use, without compromising the community, or enhancing the level of risk.

- **Economy** – The City of Oak Harbor’s economic base depends heavily on the inclusion of Naval Air Station Whidbey Island. While the City has a small amount of light industrial / manufacturing, retail sales and tourism comprise the bulk of economic stability. The largest employer in the City is the U.S. Navy.

2.4 HAZARD EVENT HISTORY

Within the Base Plan, the Planning Team identified all hazard events which have occurred within the County. In the context of the planning region, it was determined that there are no additional hazards that are unique to the jurisdiction or there are hazards which are unique to the jurisdiction as follows. Table 2-1 lists all past occurrences of natural hazards within the jurisdiction. If available, dollar loss data is also included.

TABLE 2-1 NATURAL HAZARD EVENTS			
Type of Event	FEMA Disaster # (if applicable)	Date	Dollar Losses (if known)
Volcano	623	5/21/1980	No information available
Flood	883	11/9/1990	No information available
Flood	896	12/20/1990	No information available
Severe Storm(s)	1079	11/7/1995	No information available
Severe Storm(s)	1159	12/26/1996	No information available
Earthquake	1361	2/28/2001	No information available
Severe Storm(s)	1499	11/15/2003	No information available
Costal Storm	3227	8/9/2005	No information available
Severe Storm(s)	1641	1/27/2006	\$78,228
Severe Storm(s)	1682	12/14/2006	\$17,767
Severe Storm	1825	12/12/2008	No damage recorded

TABLE 2-1 NATURAL HAZARD EVENTS			
Type of Event	FEMA Disaster # (if applicable)	Date	Dollar Losses (if known)
Severe Storm	50360	12/15/2015	\$13,000
Local Area Disaster – Not Declared			
Severe Storm	Not Declared	12/2006	\$110,000

2.5 CAPABILITY ASSESSMENT

Coordination with other community planning efforts is paramount to the successful implementation of this plan. This section provides information on how planning mechanisms, policies, and programs are integrated into other on-going efforts. It also identifies the jurisdiction's capabilities with respect to preparing and planning for, responding to, recovering from, and mitigating the impacts of hazard events and incidents.

Capabilities include the programs, policies and plans currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. The capabilities are divided into the following sections: National Flood Insurance Information; regulatory capabilities which influence mitigation; administrative and technical mitigation capabilities, including education and outreach, partnerships, and other on-going mitigation efforts; fiscal capabilities which support mitigation, and classifications under various community programs.

2.6 NATIONAL FLOOD INSURANCE INFORMATION

Information on the community's National Flood Insurance Program (NFIP) compliance is presented in Table 2-2. This identifies the current status of the jurisdiction's involvement with the NFIP.

Repetitive flood loss records are as follows:

- Number of FEMA-Identified Repetitive Loss Properties: 0
- Number of FEMA-Identified Severe Repetitive Loss Properties: 0
- Number of Repetitive Flood Loss/Severe Repetitive Loss Properties That Have Been Mitigated: 0

TABLE 2-2 NATIONAL FLOOD INSURANCE COMPLIANCE	
What department is responsible for floodplain management in your community?	Building Department
Who is your community's floodplain administrator?	Scott King, Development Services
Do you have any certified floodplain managers on staff in your community?	No
What is the date of adoption of your flood damage prevention ordinance?	2014
When was the most recent Community Assistance Visit or Community Assistance Contact?	2013

**TABLE 2-2
NATIONAL FLOOD INSURANCE COMPLIANCE**

To the best of your knowledge, does your community have any outstanding NFIP compliance violations that need to be addressed? If so, please state what they are.	No
Do your flood hazard maps adequately address the flood risk within your community? (If no, please state why)	Yes
Does your floodplain management staff need any assistance or training to support its floodplain management program? If so, what type of assistance/training is needed?	Yes – Application of FEMA Rules regarding ESA
Does your community participate in the Community Rating System (CRS)? If so, is your community seeking to improve its CRS Classification? If not, is your community interested in joining the CRS program?	No

National Flood Insurance Program:

In general, development permits are required prior to the beginning of construction or development, with particular attention paid to areas within the special flood hazard area, as established in Oak Harbor's Municipal Code (17.20.270). Plans, drawn to scale must show, among other items, elevation levels and draining facilities. The elevations are certified by a registered professional engineer or architect, ensuring that regulatory authority is met. The City's building official is the designated administrator of the code, including granting or denying of the permit in accordance with established provisions (OHMC 17.20.150). Article V of the code does establish specific provisions for flood hazard reduction. More detailed information on the City's floodplain ordinance is available at: <https://www.codepublishing.com/WA/OakHarbor/html/OakHarbor17/OakHarbor1720.html>

2.6.1 Regulatory Capability

The assessment of the jurisdiction's legal and regulatory capabilities is presented in Table 2-3. This includes planning and land management tools, typically used by local jurisdictions to implement hazard mitigation activities and indicates those that are currently in place.

**TABLE 2-3
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Codes, Ordinances & Requirements				
Building Code	Yes			
Version	IBC			
Year	2015			
Zoning Ordinance	Yes			Title 19
Subdivision Ordinance	Yes			Title 21
Floodplain Ordinance	Yes			
Stormwater Management	Yes		DOE	Title 12
Real Estate Disclosure	Yes		Statewide	

**TABLE 2-3
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Growth Management	Yes		Yes	OHMC 18.10 & 18.20
Site Plan Review	Yes		Yes	OHMC 19.48
Public Health and Safety	Yes			
Coastal Zone Management	Yes		DOE	Title 19 and 20
Natural Hazard Specific Ordinance (stormwater, steep slope, wildfire, etc.)	Yes			Title 12, Title 17
Environmental Protection	Yes			Title 20
Planning Documents				
General or Comprehensive Plan	Yes			
	<i>Is the plan equipped to provide linkage to this mitigation plan? Yes</i>			
Floodplain or Basin Plan	Yes			
Stormwater Plan	Yes		DOE	
Capital Improvement Plan	Yes		Yes	RCW 36.70A
Habitat Conservation Plan	Yes			
Economic Development Plan	Yes			
Shoreline Management Plan	Yes			OHMC 19.56
Community Wildfire Protection Plan	Yes			
Transportation Plan	Yes			
Response/Recovery Planning				
Comprehensive Emergency Management Plan	Yes			
Threat and Hazard Identification and Risk Assessment	Yes			Law Enforcement maintains
Post-Disaster Recovery Plan	Yes			
Continuity of Operations Plan	Yes			
Public Health Plans	Yes			Administered through County Public Health.
Boards and Commission				
Planning Commission	Yes			The Planning Commission is charged with oversight of the City's COMP plan.
Mitigation Planning Committee	Yes			The City has been a part of the County's Hazard Mitigation Planning Team for three editions of the plan, and remains committed to working to implement the Plan Maintenance Section of the HMP.

**TABLE 2-3
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems, chipping, etc.)	Yes			
Mutual Aid Agreements / Memorandums of Understanding	Yes			

2.6.2 Administrative and Technical Capabilities

The assessment of the jurisdiction's administrative and technical capabilities, including educational and outreach efforts, and on-going programmatic efforts are presented in Table 2-4 . These are elements which support not only mitigation, but all phases of emergency management already in place that are used to implement mitigation activities and communicate hazard-related information.

**TABLE 2-4
ADMINISTRATIVE AND TECHNICAL CAPABILITY**

Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Planners or engineers with knowledge of land development and land management practices	Yes	Planning /Engineering / 7
Professionals trained in building or infrastructure construction practices (building officials, fire inspectors, etc.)	Yes	Planning / Building / Fire 9
Engineers specializing in construction practices?	Yes	Engineering 2
Planners or engineers with an understanding of natural hazards	Yes	Planning / Engineering 5
Staff with training in granting writing or benefit/cost analysis	No	
Surveyors	Yes	Contracted service as needed.
Personnel skilled or trained in GIS applications	Yes	Planning / Engineering 2
Emergency Manager	Yes	Fire 1
Warning Systems/Services (Reverse 9-1-1, outdoor warning signs or signals, flood or fire warning program, etc.?)	Yes	ICOM Dispatch Center / AHAB Alerting system, Alert-Sense Call Back
Hazard data and information available to public	Yes	The information contained in the risk assessment from this HMP will provide on-going data to the community as a whole.
Maintain Elevation Certificates	Yes	Planning 1
Education and Outreach		
Local citizen groups or non-profit organizations focused on emergency preparedness?	Yes	CERT Trained Personnel

**TABLE 2-4
ADMINISTRATIVE AND TECHNICAL CAPABILITY**

Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	Yes	Fire / Planning 10
Natural disaster or safety related school programs?	Yes	Fire 8
Public-private partnership initiatives addressing disaster-related issues?	No	
Multi-seasonal public awareness program?	Yes	Streets 1; the County also provides information on seasonal awareness programs.
On-Going Mitigation Efforts		
Hazardous Vegetation Abatement Program	No	
Noxious Weed Eradication Program or other vegetation management	No	
Fire Safe Councils	Yes	Fire 10
Chipper program	Yes	Streets 2
Defensible space inspections program	No	
Creek, stream, culvert or storm drain maintenance or cleaning program	Yes	Parks / Streets 4
Erosion or sediment control program	Yes	Streets 4

2.6.3 Fiscal Capability

The assessment of the jurisdiction's fiscal capabilities is presented in Table 2-5. These are the financial tools or resources that could potentially be used to help fund mitigation activities.

**TABLE 2-5
FISCAL CAPABILITY**

Financial Resources	Accessible or Eligible to Use?
Community Development Block Grants	No
Capital Improvements Project Funding	Yes
Authority to Levy Taxes for Specific Purposes	Yes
User Fees for Water, Sewer, Gas or Electric Service	Yes
Incur Debt through General Obligation Bonds	Yes
Incur Debt through Special Tax Bonds	Yes
Incur Debt through Private Activity Bonds	Yes
Withhold Public Expenditures in Hazard-Prone Areas	Unknown
State Sponsored Grant Programs	Yes
Development Impact Fees for Homebuyers or Developers	Yes
Other	

2.6.4 Community Classifications

The jurisdiction's classifications under various hazard mitigation programs are presented in Table 2-6. Each of the classifications identified establish requirements which, when met, are known to increase the resilience of a community.

TABLE 2-6. COMMUNITY CLASSIFICATIONS		
	Participating (Yes/No)	Date Enrolled
Community Rating System	No	
Building Code Effectiveness Grading Schedule		
- Commercial	3	
- Residential	4	
Protection Class	4	
Storm Ready	No	
Tsunami Ready	No	

2.7 HAZARD RISK AND VULNERABILITY RANKING

The jurisdiction's Planning Team reviewed the hazard list identified within the Base Plan, and has identified the hazards that affect the City of Oak Harbor

Table 2-7 presents the ranking of the hazards of concern based on their CPRI score. A qualitative vulnerability ranking was then assigned based on a summary of potential impact determined by past occurrences, spatial extent, damage, casualties, and continuity of government. The assessment is categorized into the following classifications:

- Extremely Low – No or very limited impact. The occurrence and potential cost of damage to life and property is very minimal-to-nonexistent. No impact to government functions with no disruption to essential services.
- Low (Negligible) – Minimal potential impact. The occurrence and potential cost of damage to life and property is minimal. Government functions are at 90% with limited disruption to essential services.
- Medium (Limited) – Moderate potential impact. This ranking carries a moderate threat level to the general population and /or built environment. The potential damage is more isolated, and less costly than a more widespread disaster. Government functions are at 80% with limited impact to essential services.
- High (Critical) – Widespread potential impact. This ranking carries a high threat to the general population and/or built environment. The potential for damage is widespread. Hazards in this category may have occurred in the past. Government functions are at ~50% operations with limited delivery of essential services.

- Extremely High (Catastrophic) – Very widespread with catastrophic impact. Government functions are significantly impacted for in excess of one month.

TABLE 2-7. HAZARD RISK AND VULNERABILITY RANKING			
Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank
1	Severe Weather	3.7	High
2	EQ	3.4	High
3	Land Slide	2.45	Med
4	Erosion	2.35	Med
5	Volcano	2.2	Med
6	Tsunami	2.15	Low
7	Flood	2.05	Low
8	Wildfire	2.0	Low
9	Drought	1.75	Low
10	Dam	1.5	Low

2.8 MITIGATION GOALS AND OBJECTIVES

The City of Oak Harbor adopts the hazard mitigation goals and objectives developed by the Planning Team described in Volume 1.

2.9 HAZARD MITIGATION ACTION PLAN

The Planning Team for the jurisdiction identified and prioritized a wide range of actions based on the risk assessment, and their knowledge of the jurisdiction's assets and hazards of concern. Table 2-8 lists the action items/strategies that make up the jurisdiction's hazard mitigation plan. Background information and information on how each action item will be administered, responsible agency/office (including outside the district), potential funding sources, the timeframe, who will benefit from the activity, and the type of initiative associated with each item are also identified.

**TABLE 2-8.
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
INITIATIVE # 1 – Community preparedness training – Provide the community with the possible hazards and how to prepare their homes and families.									
Existing	All	1, 2,3,7,8	OH Fire	\$1,500	General Fund	Short Term	Yes	Public Info, prevention, property protection,	Property owners, Local, county
INITIATIVE # 2 Employee preparedness training – Provide the required training to allow employees to prepare their homes and families in order to be able to complete their job functions. Employees trained in proper mitigation procedures									
Existing	All	1,2, 3, 4, 6,7, 8	OH Fire	\$1,500	General Fund	Short Term	Yes	Property protection, prevention,	Property owners, Employer, having employee at work
INITIATIVE # 3 Review and refine areas designated as geologically sensitive. Ensure all policies regarding sensitive areas are addressed in the Oak Harbor Municipal Code to help prevent damage in case of an earthquake or landslide									
New Existing	EQ, LS, CE	2,3,4,6,8	City Planning Department	\$2,000	General Fund	Short Term	Yes - Modified	Property protection, structural projects	Local, County, Regional
INITIATIVE # 4 Develop GIS mapping for assessment and tracking of damaged buildings in case of earthquake. Create base map and layers showing parcels, buildings and a method to show where damage has or can occur									
New	EQ, T	2,3,4,6	Planning	\$4,000	General Fund	Short term	Yes	Prevention, property protection,	Local, County Regional
INITIATIVE # 5 Using existing information review critical areas to ensure that locations susceptible to flooding or wet land encroachment are identified and indicated on a master map to assist future development									
New	T CE, F, LS	2,3,4, 5,7	Planning	\$4,000	General Fund	Long Term	Yes	Prevention, property protection,	Local, County Regional
INITIATIVE #6 Seek out grant funding to more thoroughly study the area of Freund Marsh to determine potential mechanisms to help reduce the impact of flooding in the area during high-tide and heavy rain events.									
New and Existing	F, SW	2, 3, 4, 7	Planning	High	FEMA Grant	Long-Term	No	Prevention, property protection, structural protection	Local
INITIATIVE #									

2.10 PRIORITIZATION OF MITIGATION INITIATIVES

Once the mitigation initiatives items were identified, the Planning Team followed the same process outlined within Volume 1 to prioritize their initiatives. An analysis of six different initiative types for each identified action item was conducted. Table 2-9 identifies the prioritization for each initiative.

TABLE 2-9. MITIGATION STRATEGY PRIORITY SCHEDULE							
Initiative #	# of Objectives Met	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/Budgets?	Priority ^a
1	5	M	L	Yes	No	Yes	H
2	7	M	L	Yes	No	Yes	H
3	5	M	L	Yes	Yes	Yes	M
4	4	M	L	Yes	Yes	Yes	M
5	5	L	L	Yes	Yes	Yes	L
6	4	H	M	Yes	Yes	No	H
a. See Chapter 1 for explanation of priorities.							

2.11 STATUS OF PREVIOUS PLAN INITIATIVES

Table 2-10 summarizes the initiatives that were recommended in the previous version of the hazard mitigation plan and their implementation status at the time this update was prepared.

TABLE 2-10. STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN					
		Current Status			
		Completed	Continual /Ongoing Nature	Removed -/No Longer Relevant / No Action	Carried Over
Mitigation Strategy	Project Status				
Community preparedness training	The City continues to have public education and outreach to train our Citizen’s on hazard preparedness and mitigation efforts. This is an ongoing endeavor.	X	X		X

**TABLE 2-10.
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

		Current Status			
		Completed	Continual /Ongoing Nature	Removed -/No Longer Relevant / No Action	Carried Over
Mitigation Strategy	Project Status				
Employee preparedness training	This too is an ongoing project. During the year the FD provides different levels of training to employees. How to prepare, mitigate, and recover from disaster.	X	X		X
Active Shooter Training	This is an ongoing project and will remain active for many years. Annually the FD, PD, Schools, EMS, and Naval Base Whidbey Island conduct active shooter drills. Create life like training events and improve upon our skills	X	X		X
Hazardous Materials Training	Hazardous materials training to include illicit discharges into the storm drains (via Channel 10 City TV network) were conducted.	X	X		X
Geologically Sensitive Areas	As part of the critical areas update (2016-2018), regulations pertaining to geologically hazardous areas were reviewed and amended in conformance with recognized best available science. Ordinance No. 1801 (August 2018) revised OHMC Chapter 20.28 to reflect these amendments. Also, during the periodic review for the City of Oak Harbor Shoreline Master Program (SMP), a consultant will further examine policies and regulations in the Scenic Heights shoreline bluff area to ensure the functions and values, as well as private property rights, of this sensitive area are adequately addressed.	X			X
GIS Mapping	Progress has been made with the acquisition of ArcGIS software and the ability to create layers to track land uses and other information. The city relies on Island County for parcel by parcel record data. Google Earth is also used with database layers for utilities.		X		X

**TABLE 2-10.
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

		Current Status			
		Completed	Continual /Ongoing Nature	Removed -/No Longer Relevant / No Action	Carried Over
Mitigation Strategy	Project Status				
Critical Areas Flooding	Wetlands and frequently flooded areas have been updated as part of the 2016-2018 critical areas update. The WA Department of Ecology reviewed the wetlands portion (OHMC Chapter 20.24) of the critical areas code to ensure wetland function and values were protected. All wetlands and their appropriate buffers within the City have been identified, however, detailed delineations are typically required prior to adjacent development. Frequently flooded areas are identified on the Flood Insurance Rate Map (FIRM March 7, 2017) prepared as part of the “Flood Insurance Study of Island County and Incorporated Areas for the City of Oak Harbor”. The FIRM was adopted by the City as part of Ordinance No. 1799, April 2017		X		X

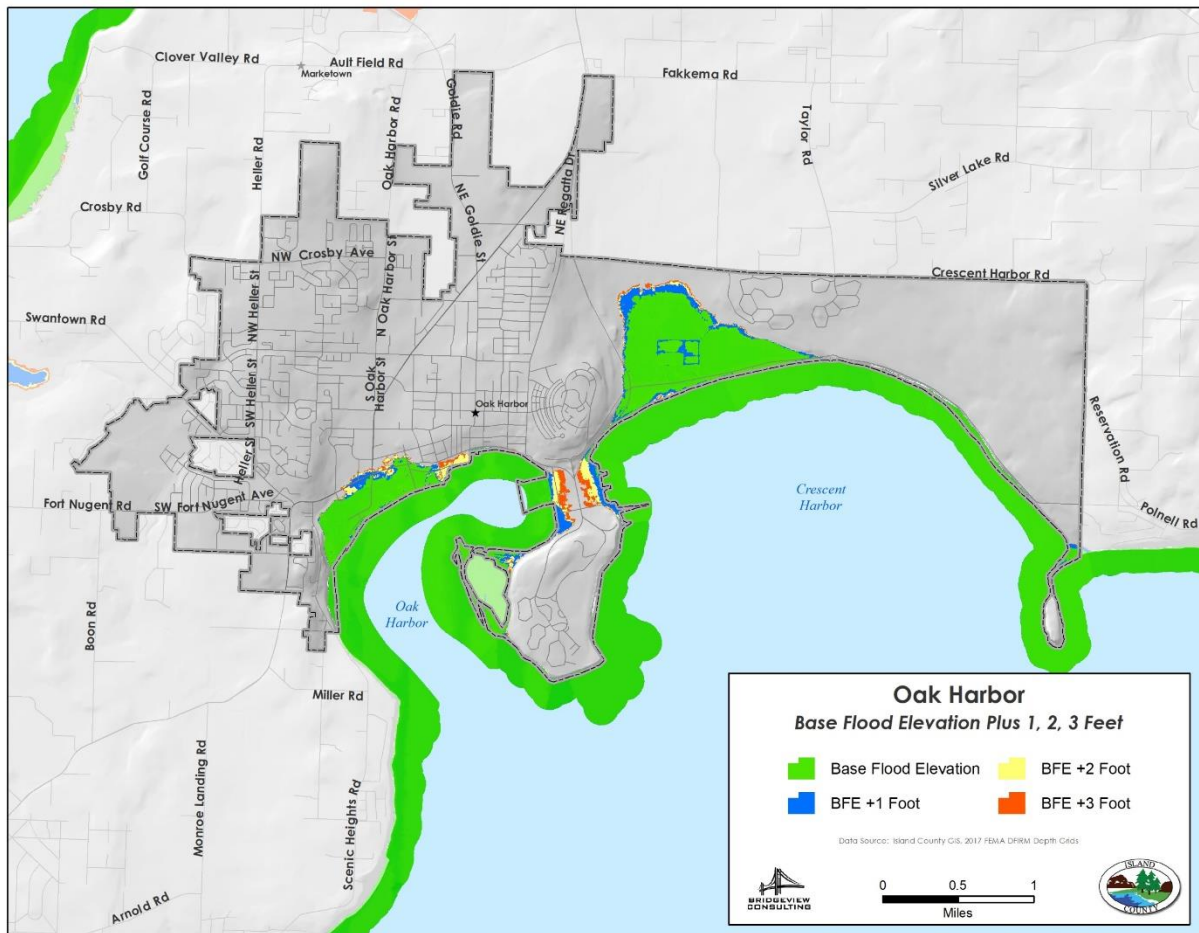
2.12 FUTURE NEEDS TO BETTER UNDERSTAND RISK

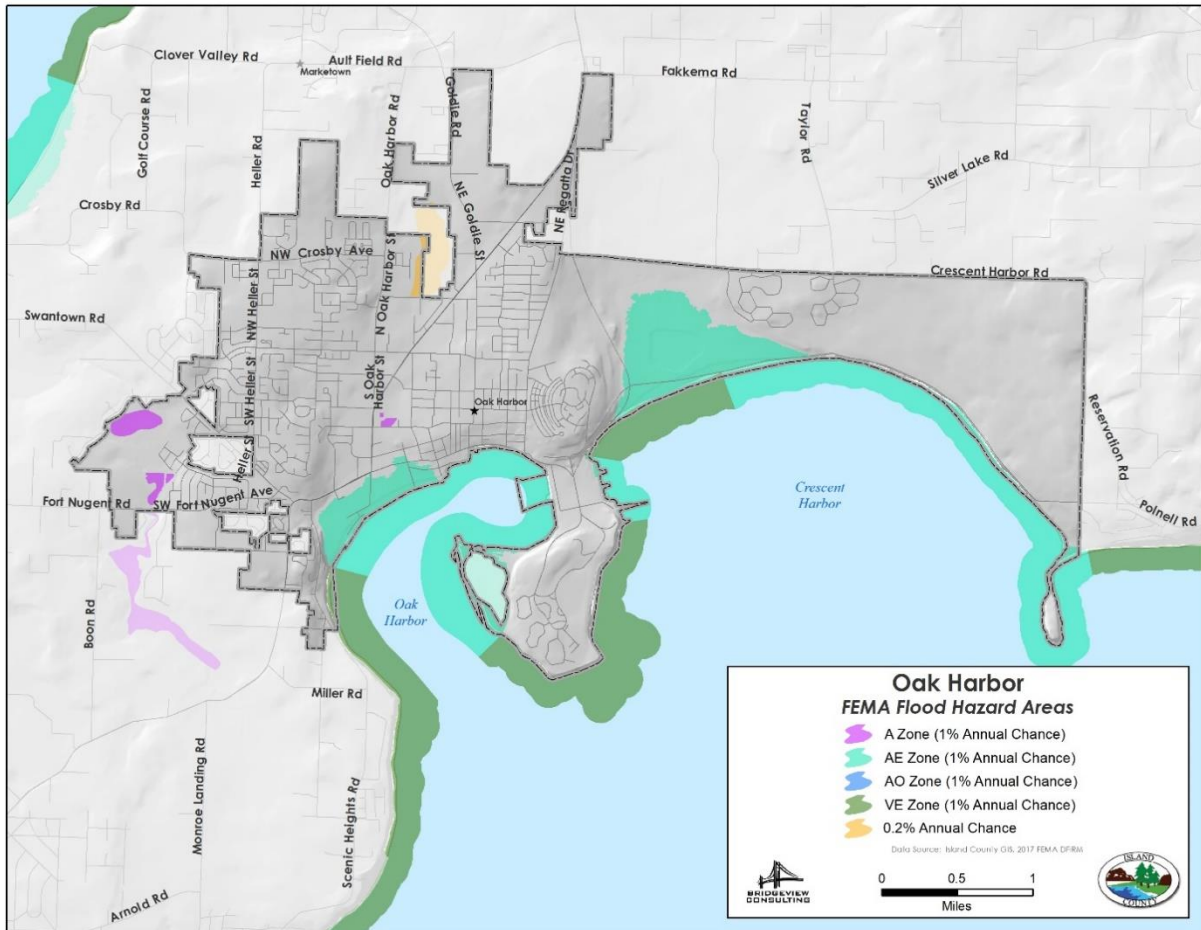
As discussed in the Community Profile – Development Trends section of the City’s annex, the area of Freund Marsh lies adjacent to the harbor. As indicated, during high tides and heavy rains, flooding in the area has occurred and will continue to be of a concern. Long range plans include methods to reduce the severity of any flooding, but an additional study of the area may be of assistance in determining ways in which to help reduce impact in that area.

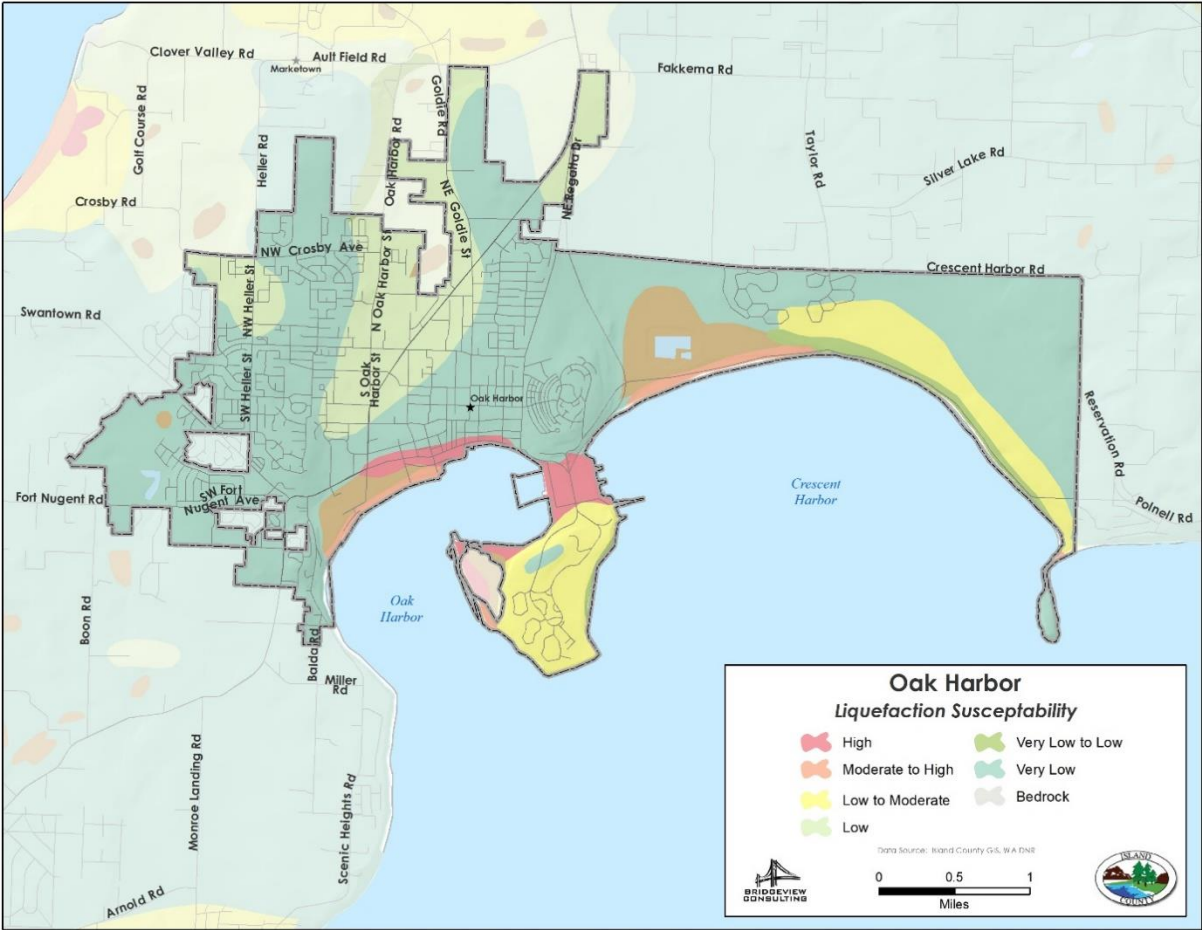
2.13 HAZARD AREA EXTENT AND LOCATION

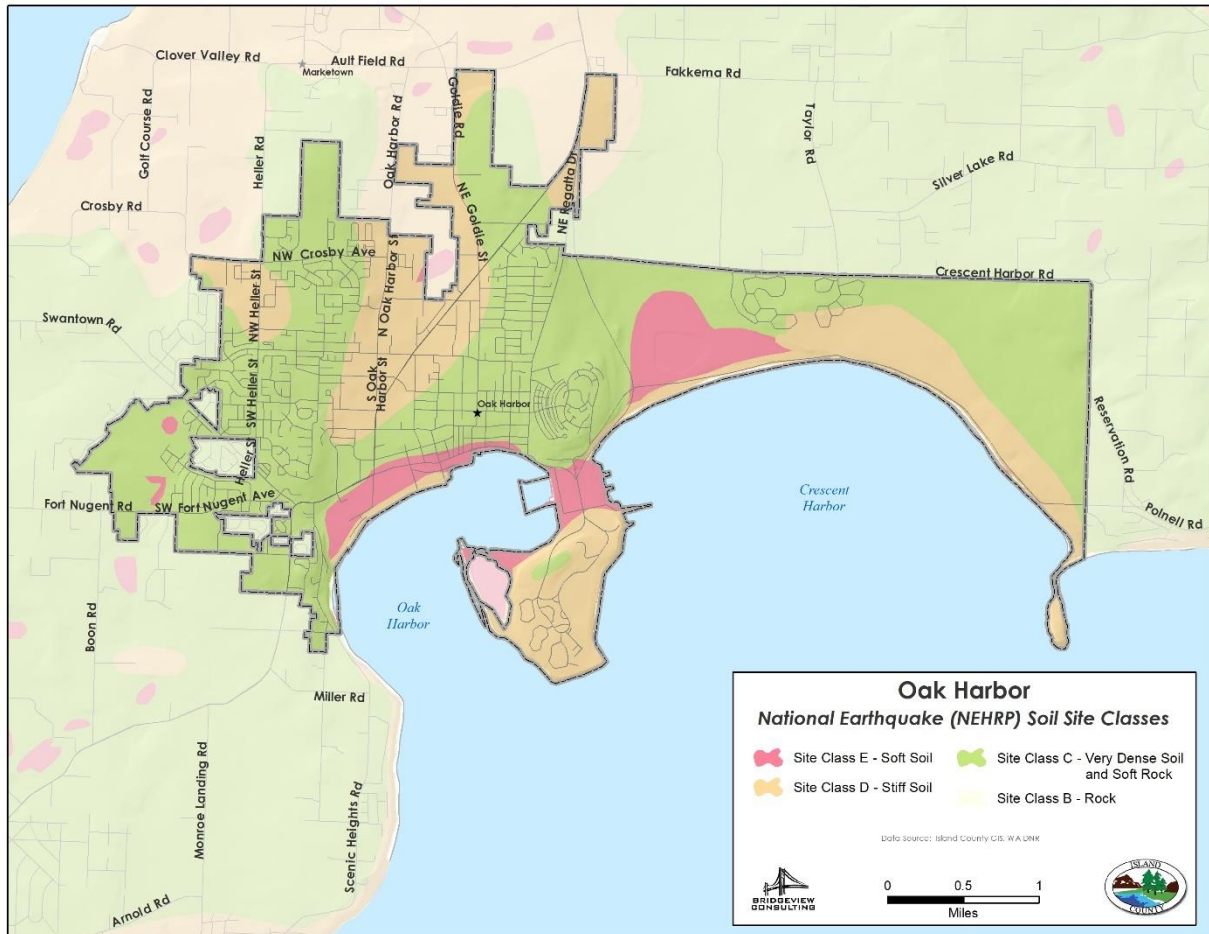
The City constructed a new Clean Water Facility / Wastewater Treatment plant. The plant is in a known flood zone, as established by a recent FEMA study. The design of the CWF is such that during a severe flooding event water can be diverted into a bio-swale for retention. Additionally, the plant was designed in such a fashion to withstand earthquakes. The buildings are constructed on micro-piles that extend to the hard pan and provide for additional stability during an earthquake. All incoming and outgoing piping is interconnected using flexible joints allowing the pipes to move with the earth.

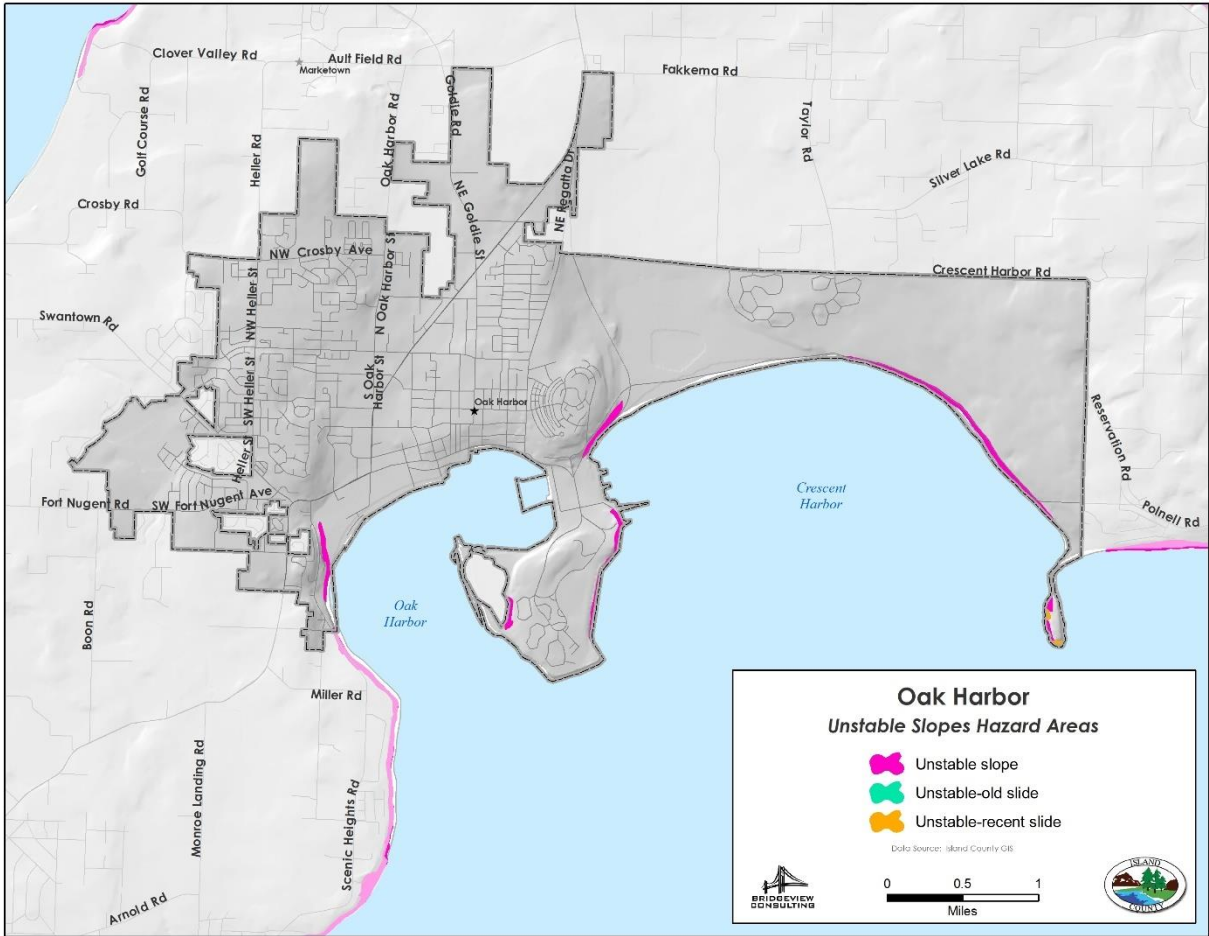
Hazard area extent and location maps are included below. These maps are based on the best available data at the time of the preparation of this plan, and are considered to be adequate for planning purposes.

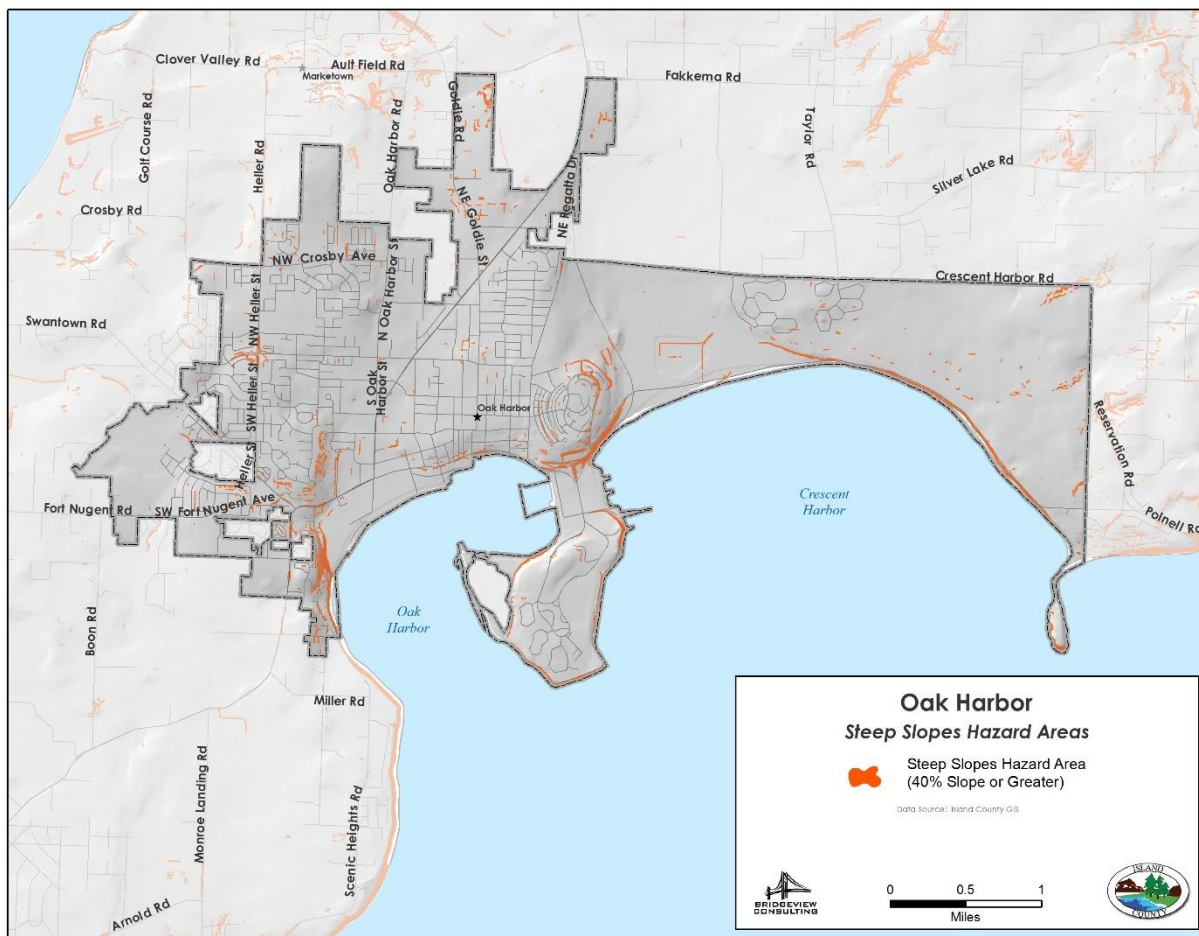


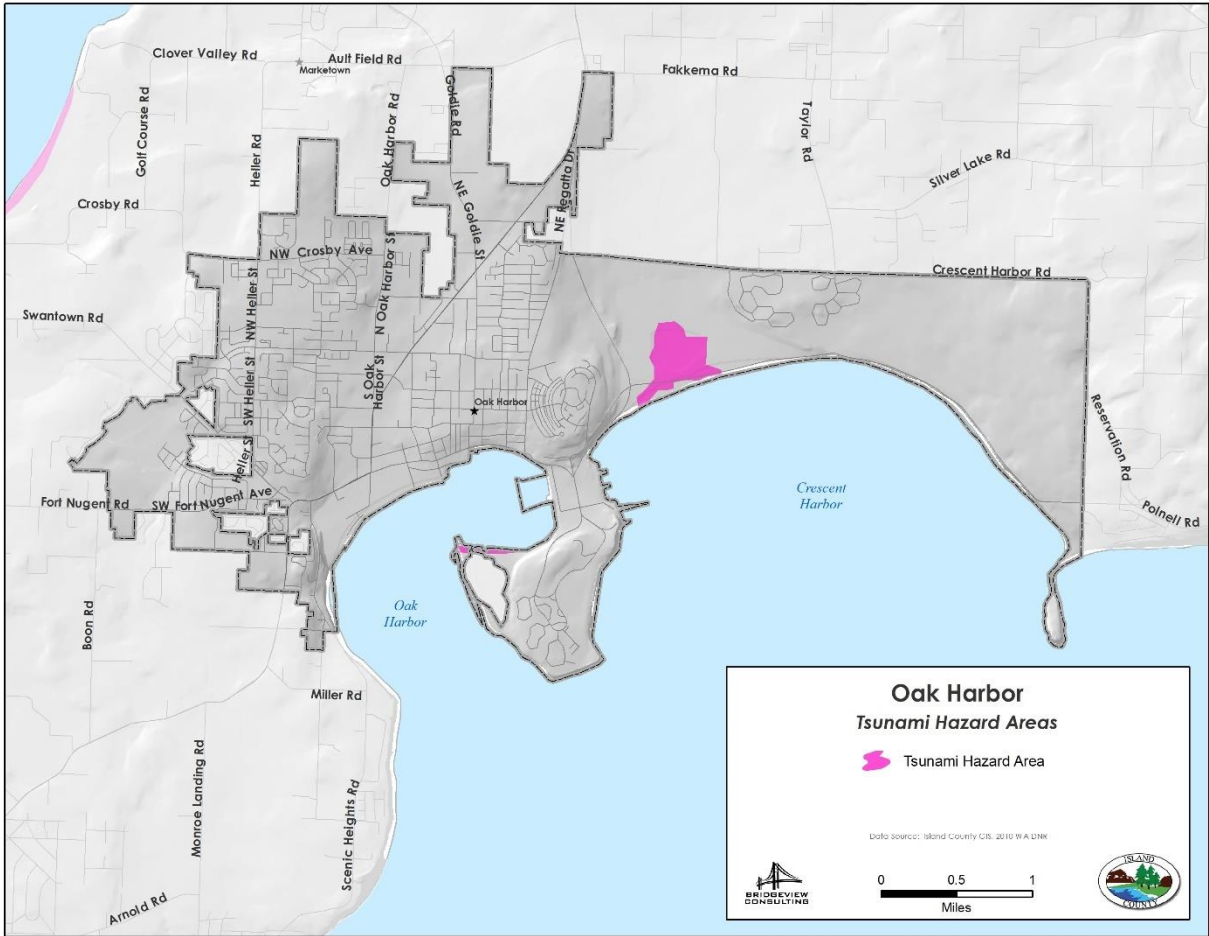












CHAPTER 3. TOWN OF COUPEVILLE ANNEX

3.1 INTRODUCTION

This Annex details the hazard mitigation planning elements specific to the Town of Coupeville, a participating jurisdiction to the Island County Hazard Mitigation Plan Update. This Annex is not intended to be a standalone document, but rather appends to and supplements the information contained in the base plan document. As such, all sections of the base plan, including the planning process and other procedural requirements apply to and were met by the Town of Coupeville. For planning purposes, this Annex provides additional information specific to the jurisdiction, with a focus on providing greater details on the risk assessment and mitigation strategy for this community only. This document serves as an update to the previously completed plan. All relevant data has been carried over and updated with new information as appropriate and as identified within the planning process discussed in Volume 1.

3.2 HAZARD MITIGATION PLANNING TEAM POINT(S) OF CONTACT

The Town of Coupeville followed the planning process detailed in Section 2 of the Base Plan. In addition to providing representation on the County's Planning Team, the Town of Coupeville also formulated their own internal Planning Team to support the broader planning process. Individuals assisting in this Annex development are identified below, along with a brief description of how they participated.

LOCAL PLANNING TEAM MEMBERS		
Name	Position/Title	Planning Tasks
Kelly Beech, Clerk Treasurer 4 NE Seventh St. Coupeville, WA 98239 Telephone: 360-678-4461 e-mail Address: clerktreasurer@townofcoupeville.org	Primary Point of Contact	Complete review and Update of Mitigation Plan. Meeting attendance; provided information for overall plan; reviewed draft plan; risk assessment; and served as active participant in the planning process.
Molly Hughes, Mayor 4 NE Seventh St. Coupeville, WA 98239 Telephone: 360-678-4461 e-mail Address: mayor@townofcoupeville.org	Alternate Point of Contact	Served as alternate point of contact; attended planning meetings; provided input during planning meetings; review of draft plan; provided briefings to Council, including public outreach for process, risk, and final presentation of plan.
Owen Dennison, Planning Director 4 NE Seventh St. Coupeville, WA 98239 Telephone: 360-678-4461 e-mail Address: planner@townofcoupeville.org	Senior Planner, Public Safety, Assistant Engineer, etc.	Provided general information on various land use information; meeting attendance, including during council presentations; served as member of internal Planning Team; provided guidance and information with respect to hazards and hazard areas; completed review of the draft plan.

3.3 COMMUNITY PROFILE

The following is a summary of key information about the jurisdiction and its history:

- **Date of Incorporation**—1910
- **Current Population**—1831 as of 2010 Census
- **Population Growth**—Island County, which consists of the cities, town and unincorporated areas of Whidbey and Camano Islands, grew rapidly between 1980 and 2000. Increasing from 44,048 to 60,195 persons between 1980 and 1990, the County experienced a growth rate of nearly 37%, second fastest in the state and more than double the state average of 17.8%. While the growth rate slowed to 18.9% during the succeeding decade, the County did add 11,363 new residents by 2000, for a total population of 71,558. During this same period, the Town of Coupeville grew at a rate that tended to mirror overall County growth. Over the ten-year period between 1990 and 2000, the Town grew by 346 persons, from 1,377 persons in 1990 to 1,723 persons in 2000, a growth rate of 25.1%.

During the 1980s and 1990s, Island County and the Town of Coupeville experienced significant changes in age distribution Table 3-1 summarizes population changes in Island County and the Town of Coupeville for the period between 1980 and 2000. In general, trends are consistent with national demographic patterns. For instance, the significant jumps between 1980 and 1990 in people aged 24-44 and between 1990 and 2000 in people aged 45-64 correlates closely with the aging of the post-war baby boom generation. In a related trend, the so-called “echo boomers” (children of baby boomers) emerge in the 2000 Census count in the substantial increase in people aged 15-24. Also apparent in the age distribution is the continuing above average growth in individuals over 85 years of age, likely influenced by the twin factors of increased longevity in general and the popularity of Island County as a retirement destination. Interestingly, while Island County lost population in the two cohorts under age 15, Coupeville gained in both the under 5 and 5-14 groups (although at a percentage lower than the population as a whole).

TABLE 3-1. POPULATION AND AGE DISTRIBUTION								
Age Cohort	less than 5	5-14	15-24	25-44	45-64	65-84	over 85	TOTAL
Island County								
1980	3,631	8,684	6,259	12,616	8,037	4,511	310	44,048
1990	4,900	10,554	6,574	19,698	10,181	7,784	504	60,195
2000	4,781	10,438	9,138	20,032	16,960	9,267	944	71,558
% change 80-90	+34.9	+21.5	+5.0	+56.1	+26.7	+72.6	+62.6	+36.7
% change 90-00	-2.4	-1.1	+39.0	+1.7	+66.6	+19.1	+87.3	+18.9
Coupeville								

**TABLE 3-1.
POPULATION AND AGE DISTRIBUTION**

Age Cohort	less than 5	5-14	15-24	25-44	45-64	65-84	over 85	TOTAL
1980	61	174	111	278	182	184	16	1,006
1990	79	202	100	394	219	320	63	1,377
2000	90	213	165	430	391	343	91	1,723
% change 80-90	+29.5	+16.1	-9.9	+41.7	+20.3	+73.9	+293.8	+36.9
% change 90-00	+13.9	+5.4	+65.0	+9.1	+78.5	+7.2	+44.4	+25.1

Sources: Housing Needs Assessment, Island County Planning and Community Development, 1993; 2000 US Census

In 2000, Coupeville had 737 households, including both family and non-family households, with an average household size of 2.16 persons (family households are defined as groups of people joined by blood, marriage or adoption; non-family households include single people living alone, as well as groups of single people living together in the same household). Family households were slightly larger, with an average of 2.81 persons in the Town's 427 family households

- Location and Description**— The Town of Coupeville, with a 2010 Census population of 1,831 persons, is located in the central Whidbey Island area of Island County. Although now primarily a residential community, Coupeville has served as the commercial center for the surrounding residential area since its founding in 1853 (it was incorporated in 1910). The Town contains a little more than one square mile of area. Major geographic features include three major hills and the Penn Cove shoreline, which forms the Town's northern boundary. State Route 20 divides the Town's built environment into two distinct areas. The older commercial and residential areas lie north of the highway; schools and a newer commercial area lie south of the highway.
- Brief History**— Whidbey Island was among the first parts of Washington State to be discovered by Europeans; Captain George Vancouver's expedition explored the Straits of Juan De Fuca in 1792. His crew member, Master Joseph Whidbey discovered Deception Pass and ventured down to examine the shore along Penn Cove. At the turn of the century Whidbey Island's proximity to the sea was turned to national defense purposes, with the development of Fort Casey by the United States Army, the increased activity and growing population led to Coupeville's incorporation as a town in 1910. As the County seat Coupeville has seen the effects of growth throughout Island County with expanded county offices and schools. Whidbey General Hospital and its neighboring medical office buildings have made Coupeville the island's medical center.
- Climate**— Coupeville has a generally mild marine climate, with average temperatures ranging between 41 and 58 degrees Fahrenheit. At the extremes, temperatures have ranged from a high of 98 degrees to a low of 3 degrees Fahrenheit. Skies are partly cloudy or cloudy more than 300 days of the year. Factors that may contribute to this mild climate include the tempering effects of Penn Cove waters and the limited elevation change of the land mass. Wind patterns are usually mild, averaging eight miles per hour. Southwesterly winds predominate; however, westerly winds storming across Penn Cove are sometimes severe.
- Governing Body Format**— The Town of Coupeville operates under a mayor/council form of government, with the mayor representing the executive branch and members of the Town

Council comprising the legislative branch. The five members of the Town Council are responsible for overall policy and town law by passing ordinances and resolutions. The Mayor is Chief Executive of the Town and is responsible for administration, safety and welfare.

- **Development Trends**—The Town of Coupeville, with a total area of 721 acres, includes commercial, residential and a variety of public uses. The oldest and most densely developed area is the original Town plat, which includes much of the area extending south from the shoreline between Main Street and Gould Street. This area includes both the central commercial core and some older residential neighborhoods.

Subsequent commercial development has occurred along the Town’s primary streets, including Main Street, Front Street and Coveland Street. Retail businesses are mixed with government and professional offices. Recent new development has occurred following the expansion of Whidbey General Hospital, with several medical complexes being developed near this facility. Also, as the Island County seat, Coupeville’s land use is significantly impacted by public uses, including government offices.

Residential development is distributed throughout the Town. Early residential development occurred in the central portion of the Town, on the small lots established by the early plats. More recent development has been suburban in nature, with large residential lots in outlying parts of town. Although most of the existing housing is single family, the Town also has an increasing number of multifamily units, as well as three mobile home parks. Please see the Housing Element for additional discussion of the housing in Coupeville.

Table 3-2 below summarizes the land use pattern in Coupeville. Note that, of the total 721 acres, approximately 57% (414.5 acres) is vacant. Approximately 384.5 acres, or 93%, of this vacant area is designated for single family residential, residential reserve, and low-density residential uses. Eight acres of vacant land is available for public or quasi-public uses. The Town has a total of 45.3 acres zoned for multifamily use, of which just 18% (8.3 acres) is vacant. Almost one third (13.7 acres) of the Town’s 45.6 acres of commercially zoned land is vacant.

Land use development, as it has occurred, has increased the number of structures and risk, as well as increasing the number of potential citizens vulnerable due to the impact of any hazard; however, development trends are stringently regulated and enforced through the planning department, and as such, while there is an increased population and structure count, no further negative impact has been experienced as a result of the Town’s growth.

TABLE 3-2. LAND USE INVENTORY (ACRES)				
Land Use Type	Vacant	Developed	Sensitive	TOTAL
Single Family	191.4	141.1	16.5	349.0
Multi-Family	8.3	36.7	0.3	45.3
Commercial	13.7	31.9	0.0	45.6
Public, Quasi-Public	8.0	45.6	0.0	53.6
Residential Reserve	193.1	22.9	11.9	227.9
TOTALS	414.5	278.2	28.7	721.4

- **Economy** – Coupeville’s commercial heritage is unquestioned. As the economic heart of Whidbey Island for nearly a century, the Town served primary industries (primarily timber and agriculture), secondary markets (retail and wholesale) and the tertiary sector (personal and business services). To some extent, this commercial legacy survives, especially in the built environment of a mercantile past. Front Street, North Main Street and Prairie Center provide strong evidence of a small town which functioned more as a regional economic center than a geographically isolated village. In contrast, the regional draw of Coupeville is now based more on its cultural assets (especially history, art and nature) than its ability to provide a wide range of products and services. Rapid post-war development in Oak Harbor has shifted the economic center of Whidbey Island eight miles to the north.

3.4 HAZARD EVENT HISTORY

Within the Base Plan, the Planning Team identified all hazard events which have occurred within the County. In the context of the planning region, it was determined that there are no additional hazards that are unique to the jurisdiction, and the information contained in the base plan is valid. No specific dollar loss data is available to provide with respect to direct impact the Town. Table 3-3 provides a list of the disasters impacting the County and Town of Coupeville.

TABLE 3-3. DISASTER DECLARATIONS		
Disaster Number ^a	Declaration Date	Incident Type/ Title
DR-623	5/21/1980	Volcanic Eruption – Mt. St. Helens
DR-883	11/26/1990	Severe Storms and Flooding
DR-896	3/8/1991	Severe Storms and High Tides
DR-1079	1/31/1996	Severe Storms, High Winds, and Flooding
DR-1159	1/17/1997	Severe Winter Storms, Land and Mudslides, and Flooding
DR-1361	3/1/2001	Earthquake
DR-1499	11/17/2003	Severe Storms and Flooding
DR-3227	9/7/2005	Hurricane Katrina Evacuation
DR-1641	5/17/2006	Severe Storms, Flooding, Tidal Surge, Land and Mudslides
DR-1682	2/14/2007	Severe Winter Storm, Land and Mudslides
DR-1825	3/2/2009	Severe Winter Storm, and Record and Near Record Snowfall
DR-4242	11/15/2015	Severe Winter Storm
DR-4249	1/15/2016	Severe Winter Storms, Straight-Line Winds, Land and Mudslides
DR-4418	3/4/2019	Severe Winter Storms, Straight-Line Winds, Flooding, Landslides, Mudslides, and Tornado

3.5 CAPABILITY ASSESSMENT

Coordination with other community planning efforts is paramount to the successful implementation of this plan. This section provides information on how planning mechanisms, policies, and programs are integrated into other on-going efforts. It also identifies the jurisdiction's capabilities with respect to preparing and planning for, responding to, recovering from, and mitigating the impacts of hazard events and incidents.

Capabilities include the programs, policies and plans currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. The capabilities are divided into the following sections: National Flood Insurance Information; regulatory capabilities which influence mitigation; administrative and technical mitigation capabilities, including education and outreach, partnerships, and other on-going mitigation efforts; fiscal capabilities which support mitigation, and classifications under various community programs.

3.6 NATIONAL FLOOD INSURANCE INFORMATION

Information on the community's National Flood Insurance Program (NFIP) compliance is presented in Table 3-4. This identifies the current status of the jurisdiction's involvement with the NFIP, and all relevant facts associated therewith.

Repetitive flood loss records are as follows:

- Number of FEMA-Identified Repetitive Loss Properties: 0
- Number of FEMA-Identified Severe Repetitive Loss Properties: 0
- Number of Repetitive Flood Loss/Severe Repetitive Loss Properties That Have Been Mitigated: 0

**TABLE 3-4
NATIONAL FLOOD INSURANCE COMPLIANCE**

What department is responsible for floodplain management in your community?	Planning
Who is your community's floodplain administrator? (department/position)	Planning Director, who is also the person responsible for the administration of the program, oversight, and enforcement through direction to permitting, building inspectors, and code enforcement.
Do you have any certified floodplain managers on staff in your community?	No
What is the date of adoption of your flood damage prevention ordinance?	09/24/1997, Amended 03/04/2017
When was the most recent Community Assistance Visit or Community Assistance Contact?	2017
To the best of your knowledge, does your community have any outstanding NFIP compliance violations that need to be addressed? If so, please state what they are.	No
Do your flood hazard maps adequately address the flood risk within your community? (If no, please state why)	Yes
Does your floodplain management staff need any assistance or training to support its floodplain management program? If so, what type of assistance/training is needed?	Unknown
Does your community participate in the Community Rating System (CRS)?	No. This is currently beyond the Town's capabilities.

3.6.1 Regulatory Capability

The assessment of the jurisdiction's legal and regulatory capabilities is presented in Table 3-5. This includes planning and land management tools, typically used by local jurisdictions to implement hazard mitigation activities and indicates those that are currently in place.

**TABLE 3-5.
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Codes, Ordinances & Requirements				
Building Code	Yes			The Town of Coupeville utilizes the most recent codes adopted.
Version	IBC			
Year	2015			
Zoning Ordinance	Yes	No	No	
Subdivision Ordinance	Yes	No	No	

**TABLE 3-5.
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Floodplain Ordinance	Yes			Title 16 – Development Regulations / Critical Areas
Stormwater Management	Yes	No	No	
Post Disaster Recovery	No	No	No	
Real Estate Disclosure	Yes	Yes	Yes	
Growth Management	Yes	Yes	Yes	
Site Plan Review	Yes	Yes	Yes	
Public Health and Safety	Yes	No	Yes	Island County Health Department provides these services.
Natural Hazard Specific Ordinance (stormwater, steep slope, wildfire)	Yes			Floodplain ordinance
Planning Documents				
General or Comprehensive Plan	Yes	Yes	Yes	Town of Coupeville is currently in the process of updating its Comp information
	<i>Is the plan equipped to provide linkage to this mitigation plan? Yes</i>			
Floodplain or Basin Plan	No	Yes	Yes	
Stormwater Plan	Yes	Yes	Yes	State GMA enacted in 1990, Town of Coupeville Storm Water Management Plan
Capital Improvement Plan	Yes	No	Yes	Town of Coupeville Capitol Plan Updated 2013
Habitat Conservation Plan	Yes	No	Yes	Town of Coupeville Capitol Plan Updated 2013
Economic Development Plan	Yes			Maintain by the Economic Council
Shoreline Management Plan	Yes	No	Yes	Shoreline Master Plan
Response/Recovery Planning				
Comprehensive Emergency Management Plan	Yes	No	Yes	Coupeville CEMP
Threat and Hazard Identification and Risk Assessment	Yes	No	No	Sheriff's Department
Terrorism Plan	Yes	No	No	Sheriff's Department
Continuity of Operations Plan	No	No	No	
Public Health Plans	Yes			Island County Public health operational plan ESF8 of CEMP
Boards and Commission				
Planning Commission	Yes			Responsible for review/approval of CEMP

**TABLE 3-5.
LEGAL AND REGULATORY CAPABILITY**

	Local Authority	Other Jurisdictional Authority	State Mandated	Comments
Mitigation Planning Committee	Yes			The Town has been a planning partner since 2007, developing an annex to the County's HMP. The Town will continue to be a planning partner and take part in the annual reviews as required by the plan maintenance section, as well as continuing to provide information to citizens regarding the hazards of concern, and potential mitigation efforts.
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems, chipping, etc.)	Yes			Joint efforts between County and Town public works.
Mutual Aid Agreements / Memorandums of Understanding	Yes			Various MOU's/MOA's in place with various entities.

3.6.2 Administrative and Technical Capabilities

The assessment of the jurisdiction's administrative and technical capabilities, including educational and outreach efforts, and on-going programmatic efforts are presented in Table 3-6. These are elements which support not only mitigation, but all phases of emergency management already in place that are used to implement mitigation activities and communicate hazard-related information.

**TABLE 3-6.
ADMINISTRATIVE AND TECHNICAL CAPABILITY**

Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Planners or engineers with knowledge of land development and land management practices	Yes	Planning / TOC / Planning Director
Professionals trained in building or infrastructure construction practices (building officials, fire inspectors, etc.)	Yes	Planning / TOC / Building Official
Engineers specializing in construction practices?	Yes	Independent Consultant / Davido / Contract Engineers
Planners or engineers with an understanding of natural hazards	Yes	Independent Consultant / Davido / Contract Engineers
Staff with training in benefit/cost analysis	Yes	Administration / TOC / Clerk Treasurer
Surveyors	Yes	Independent Consultant / Davido / Contract Engineers
Personnel skilled or trained in GIS applications	Yes	Independent Consultant / Davido / Contract Engineers
Scientist familiar with natural hazards in local area	Yes	Outsourced

**TABLE 3-6.
ADMINISTRATIVE AND TECHNICAL CAPABILITY**

Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Emergency Manager	Yes	Administration
Grant writers	Yes	Independent Consultant / Davido / Contract Engineers
Warning Systems/Services (Reverse 9-1-1, outdoor warning signs or signals, flood or fire warning program, etc.?)	Yes	Island County
Hazard data and information available to public	Yes	Administration / TOC / Clerk Treasurer
Education and Outreach		
Local citizen groups or non-profit organizations focused on emergency preparedness?	Yes	NET / TOC
Local citizen groups or non-profit organizations focused on environmental protection?	Yes	Whidbey Environmental Action Network
Organization focused on individuals with access and functional needs populations	Yes	Island County Health and Human Services
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	Yes	Bi-monthly Utility Bill Newsletters include this information. The newsletters are also posted to our website.
Natural disaster or safety related school programs?	Yes	Coupeville School District
Public-private partnership initiatives addressing disaster-related issues?	Yes	NET / TOC / NET Coordinator
Multi-seasonal public awareness program?	Yes	Bi-monthly Utility Bill Newsletters include this information. The newsletters are also posted to our website
On-Going Mitigation Efforts		
Hazardous Vegetation Abatement Program	Yes	Public Works / TOC/ Public Works Superintendent
Noxious Weed Eradication Program or other vegetation management	Yes	Public Works / TOC/ Public Works Superintendent
Chipper program	Yes	Annual Coupeville Clean-up Day
Creek, stream, culvert, or storm drain maintenance or cleaning program	Yes	Public Works / TOC/ Public Works Superintendent
Erosion or sediment control program	Yes	Public Works / TOC/ Public Works Superintendent
Address signage for property addresses	Yes	Central Whidbey Fire and Rescue

3.6.3 Fiscal Capability

The assessment of the jurisdiction's fiscal capabilities is presented in Table 3-7. These are the financial tools or resources that could potentially be used to help fund mitigation activities.

TABLE 3-7. FISCAL CAPABILITY	
Financial Resources	Accessible or Eligible to Use?
Community Development Block Grants	Yes
Capital Improvements Project Funding	Yes
Authority to Levy Taxes for Specific Purposes	Yes
User Fees for Water, Sewer, Gas or Electric Service	Yes
Incur Debt through General Obligation Bonds	Yes
Incur Debt through Special Tax Bonds	Yes
Incur Debt through Private Activity Bonds	Yes
Withhold Public Expenditures in Hazard-Prone Areas	Yes
State Sponsored Grant Programs	Yes
Development Impact Fees for Homebuyers or Developers	Yes
Other	

3.6.4 Community Classifications

The jurisdiction's classifications under various hazard mitigation programs are presented in Table 3-8. Each of the classifications identified establish requirements which, when met, are known to increase the resilience of a community and effectively support land use development.

TABLE 3-8. COMMUNITY CLASSIFICATIONS		
	Participating (Yes/No)	Date Enrolled
Community Rating System	No	
Building Code Effectiveness Grading Schedule	Yes	
- Protection Class	4	
- Building Code Effectiveness Grade – Dwelling	4	
- Commercial	4	

3.7 HAZARD RISK AND VULNERABILITY RANKING

The jurisdiction's Planning Team reviewed the hazard list identified within the Base Plan, and has identified the hazards that affect the Town of Coupeville.

Table 3-9 presents the ranking of the hazards of concern based on their CPRI score. A qualitative vulnerability ranking was then assigned based on a summary of potential impact determined by past occurrences, spatial extent, damage, casualties, and continuity of government. The assessment is categorized into the following classifications:

- Extremely Low – No or very limited impact. The occurrence and potential cost of damage to life and property is very minimal-to-nonexistent. No impact to government functions with no disruption to essential services.
- Low (Negligible) – Minimal potential impact. The occurrence and potential cost of damage to life and property is minimal. Government functions are at 90% with limited disruption to essential services.
- Medium (Limited) – Moderate potential impact. This ranking carries a moderate threat level to the general population and /or built environment. The potential damage is more isolated, and less costly than a more widespread disaster. Government functions are at 80% with limited impact to essential services.
- High (Critical) – Widespread potential impact. This ranking carries a high threat to the general population and/or built environment. The potential for damage is widespread. Hazards in this category may have occurred in the past. Government functions are at ~50% operations with limited delivery of essential services.
- Extremely High (Catastrophic) – Very widespread with catastrophic impact. Government functions are significantly impacted for in excess of one month.

Additional building specific information and hazard areas are also identified within the base plan, each hazard profile, and the County's overall risk ranking chapter, which includes information concerning probability, magnitude, extent and location, severity, and duration for each hazard of concern. Readers should also review those sections for additional impact data specific to the Town of Coupeville.

TABLE 3-9. HAZARD RISK AND VULNERABILITY RANKING			
Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank
1	Earthquake	3.65	High
2	Severe Weather	3.25	High
3	Coastal Erosion	3.05	High
4	Landslide	2.45	Medium
5	Volcano	1.5	Low

3.8 MITIGATION GOALS AND OBJECTIVES

The Town of Coupeville adopts the hazard mitigation goals and objectives developed by the Planning Team described in Volume 1.

3.9 HAZARD MITIGATION ACTION PLAN

The Planning Team for the jurisdiction identified and prioritized a wide range of actions based on the risk assessment, and their knowledge of the jurisdiction's assets and hazards of concern. Table 3-10 lists the action items/strategies that make up the jurisdiction's hazard mitigation plan. Background information and

information on how each action item will be administered, responsible agency/office (including outside the district), potential funding sources, the timeframe, who will benefit from the activity, and the type of initiative associated with each item are also identified.

**TABLE 3-10.
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
INITIATIVE #1—Continue to design infill facilities which meet or exceed seismic standards including redundant essential equipment. Apply current standards to all renovations or replacement of existing facilities and equipment									
New and existing	Earthquake	1, 2, 6, 7	Building, Public Works	Low	Capital Budget, PDM, HMGP	On Going	Yes	Structural Projects	Local
INITIATIVE #2—Seek grant funding for seismic retrofit of Community Recreation Center which serves as shelter and warming station									
New & Existing	Earthquake	1, 2, 6, 7	Executive, Public Works, Planning, Emergency Management	High	Capital HMGP, PDM	Long term	Yes	Structural Projects	Local
INITIATIVE #3—Seek grant funding for seismic retrofit of Town Hall facilities which serves as the Emergency Operations Center, shelter and warming station.									
Existing	All	1, 2, 6, 7	Executive, Public Works	High	General Grants, HUD, FEMA, DOE, DOH, USDA, HLS	Short Term	Yes	Structural Projects	Local
INITIATIVE #4—Seek grant funding to obtain tie down kits for Town of Coupeville residents									
Existing	Flood, Earthquake, SW, Landslide, Tsunami	2, 3, 6, 8		Low	General Grants, HUD, FEMA, USDA	On Going	Yes	Property Protection	Local
INITIATIVE #5- Continue working with existing boards and Committees to ensure conformance with historic preservation guidelines while continuing to enhance resiliency of structures									
Existing	Earthquake	3, 4		Low	General Funds	On-Going	Yes	Property Protection	Local
INITIATIVE #6—Continue Public education programs advising citizens of risks and mitigation opportunities									

**TABLE 3-10.
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
New	All	3, 8	All Departments	Low	General Fund, FEMA Grants	On-Going	Yes	Public Information	Local
INITIATIVE #7—Work with County and other local jurisdictions to develop recovery planning efforts									
New & existing	All	1, 3	Executive and Emergency management	Low	General Fund any available grants	Long term	Yes	Recovery	Local
INITIATIVE #8—Working with NOAA begin process becoming Storm & Tsunami ready community									
New & Existing	Storm ready	3, 8	Mayor, NOAA, Emergency	Low	General Fund	Short term	Yes	Public Information	Local
INITIATIVE #9—Seek grant funding to enhance existing Town EOC to include equipment, emergency power generator and training of staff to support emergency response activities									
New & Existing	All	1	Executive, Public Works	Low	HUD, EPA, USDA, FEMA, DOE, DOH, HLS	Short term	Yes	Emergency Services	Local

3.10 PRIORITIZATION OF MITIGATION INITIATIVES

Once the mitigation initiatives items were identified, the Planning Team followed the same process outlined within Volume 1 to prioritize their initiatives. An analysis of six different initiative types for each identified action item was conducted. Table 3-11 identifies the prioritization for each initiative.

**TABLE 3-11.
MITIGATION STRATEGY PRIORITY SCHEDULE**

Initiative #	# of Objectives Met	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/Budgets?	Priority ^a
1	4	High	Low	Yes	Yes	Yes	Medium
2	4	High	High	Yes	Yes	Yes	Medium
3	4	High	High	Yes	Yes	Yes	High
4	4	Medium	Low	Yes	Yes	No	Medium
5	2	Medium	Low	Yes	Yes	No	Medium
6	2	Medium	Low	Yes	Yes	No	Medium
7	2	Medium	Low	Yes	Yes	No	Medium

TABLE 3-11. MITIGATION STRATEGY PRIORITY SCHEDULE							
Initiative #	# of Objectives Met	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/Budgets?	Priority ^a
8	2	Medium	Low	Yes	Yes	No	Medium
9	1	High	Low	Yes	Yes	No	High
a. See Chapter 1 for explanation of priorities.							

3.11 STATUS OF PREVIOUS PLAN INITIATIVES

Table 3-12 summarizes the initiatives that were recommended in the previous version of the hazard mitigation plan and their implementation status at the time this update was prepared.

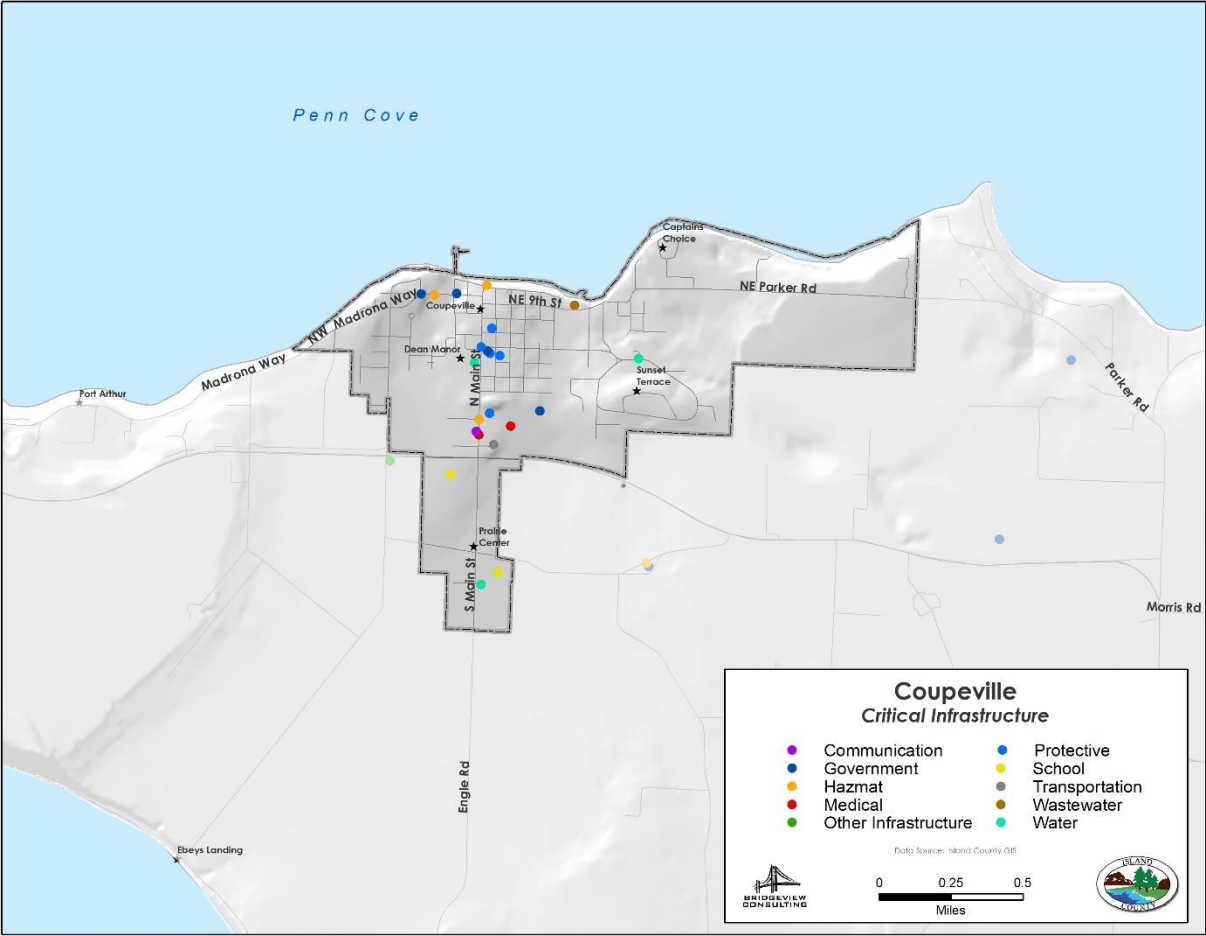
TABLE 3-12. STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN					
MITIGATION STRATEGY	PROJECT STATUS	CURRENT STATUS			
		COMPLETED	CONTINUAL /ONGOING NATURE	REMOVED -NO LONGER RELEVANT / NO ACTION	CARRIED OVER
Continue to design infill facilities which meet or exceed seismic standards including redundant essential equipment. Apply current standards to all renovations or replacement of existing facilities and equipment	The Town has been working to install seismic valves and a number of other improvements to facilities. All new facility construction has included building specifications and equipment to meet the most current seismic standards.		✓		✓
Seek grant funding for seismic retrofit of Community Recreation Center which serves as shelter and warming station	The Town continues to seek grant opportunities to complete this project.		✓		✓
Seek grant funding for seismic retrofit of Town Hall facilities which serves as the Emergency Operations Center, shelter and warming station.	The Town continues to seek grant opportunities to complete this project.		✓		✓
Seek grant funding to obtain tie down kits for Town of Coupeville residents	The Town continues to seek grant opportunities to complete this project.		✓		✓

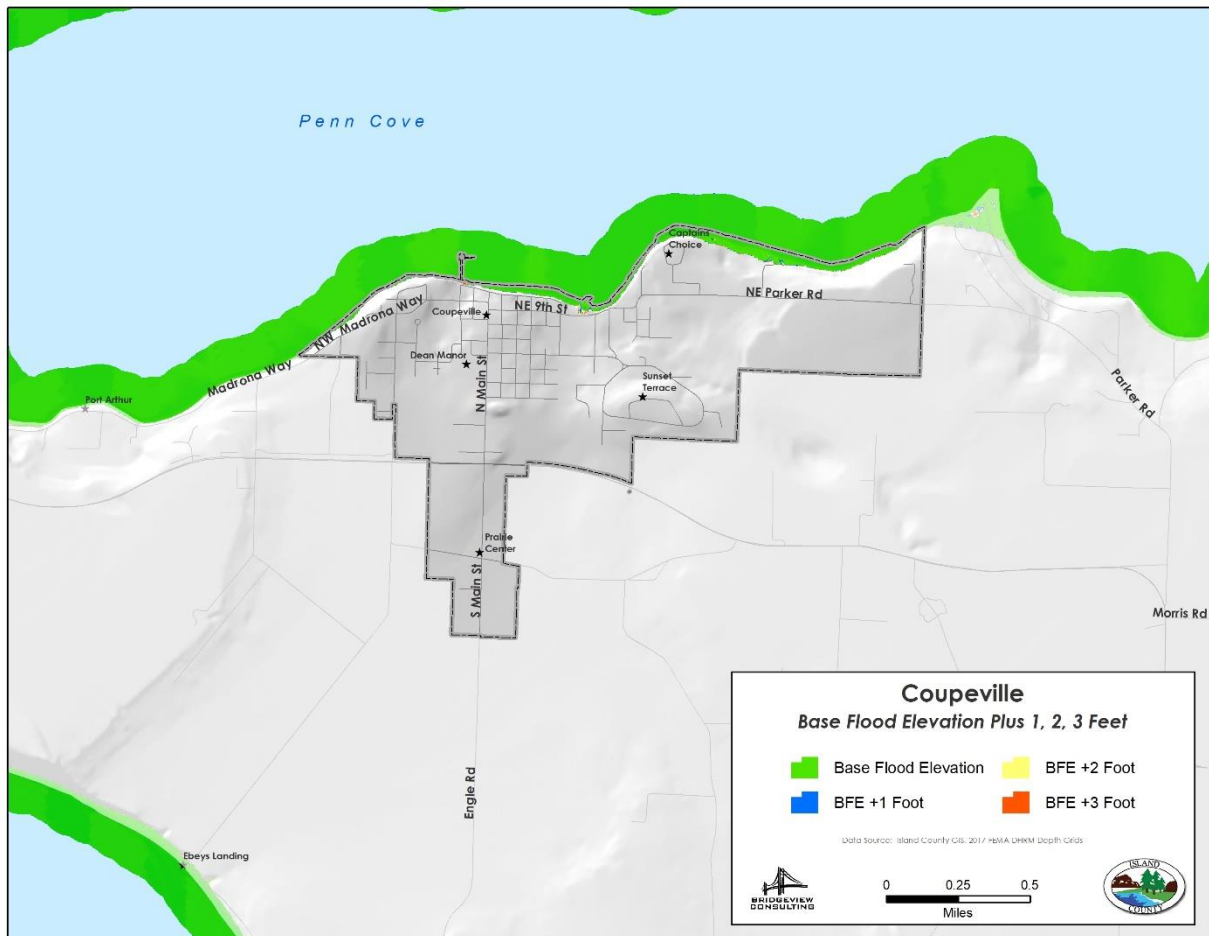
**TABLE 3-12.
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

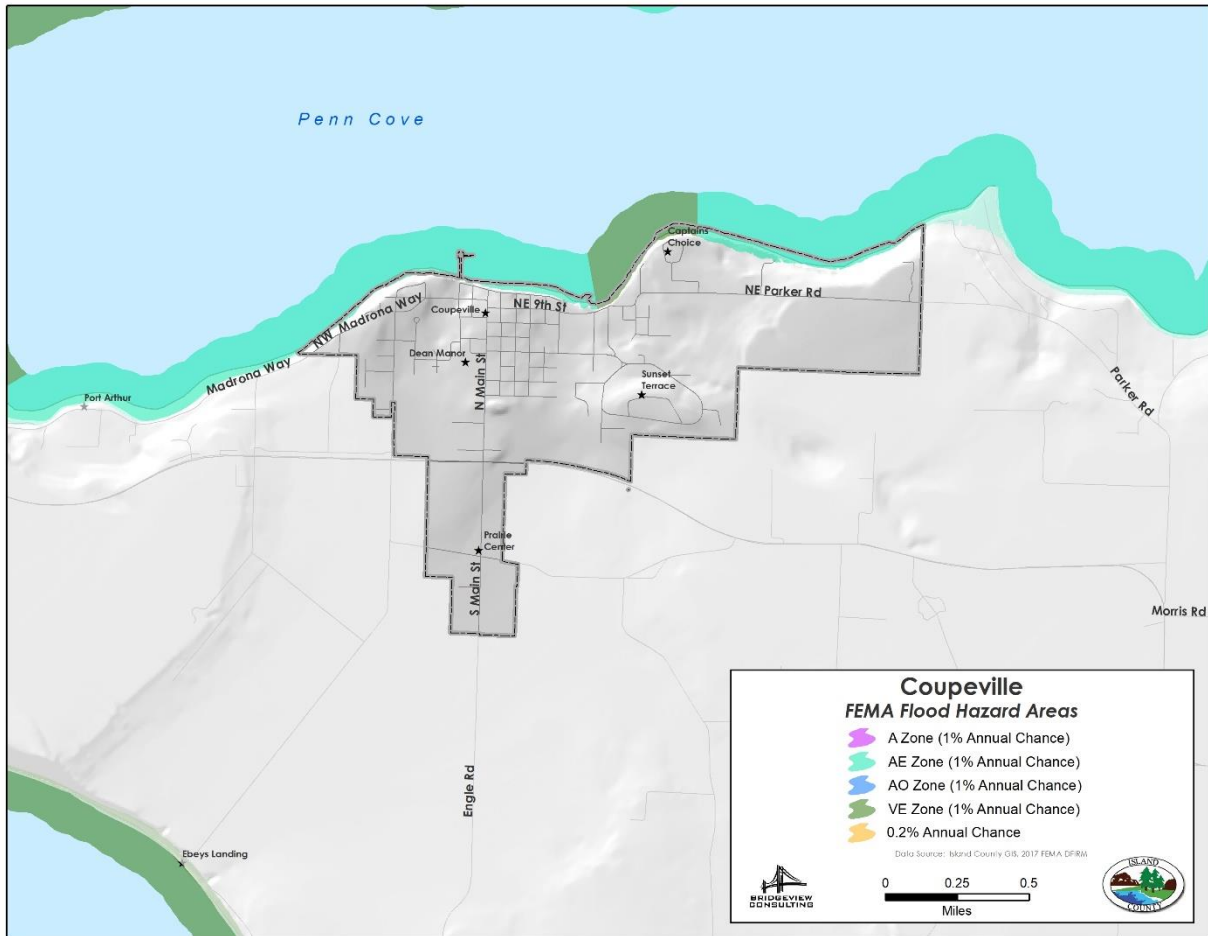
		CURRENT STATUS			
		COMPLETED	CONTINUAL /ONGOING NATURE	REMOVED -/NO LONGER RELEVANT / NO ACTION	CARRIED OVER
MITIGATION STRATEGY	PROJECT STATUS				
Continue working with existing boards and Committees to ensure conformance with historic preservation guidelines while continuing to enhance resiliency of structures	This is an ongoing goal.		✓		✓
Continue Public education programs advising citizens of risks and mitigation opportunities	The Town's Neighborhood Emergency Team continues to run drills, and provide training and educational materials to residents about risks and mitigation opportunities.		✓		✓
Work with County and other local jurisdictions to develop recovery planning efforts	The Town has joined the Washington Water/Wastewater Agency Response Network, and continues to seek out opportunities to partner with other jurisdictions as part of our recovery planning efforts.		✓		✓
Working with NOAA begin process becoming Storm & Tsunami ready community	The Town has not made any progress on this goal, but still is interested in pursuing it.				✓
Seek grant funding to enhance existing Town EOC to include equipment, emergency power generator and training of staff to support emergency response activities	The Town did receive grant funds to upgrade the generator at Town Hall (EOC). We continue to look for additional grants for training.		✓		✓
Obtain fixed generator for water treatment plant to ensure availability of water for citizens and fire suppression during disaster events	A fixed generator was installed at the Water Treatment Plant as part of our recent plant expansion.	✓			

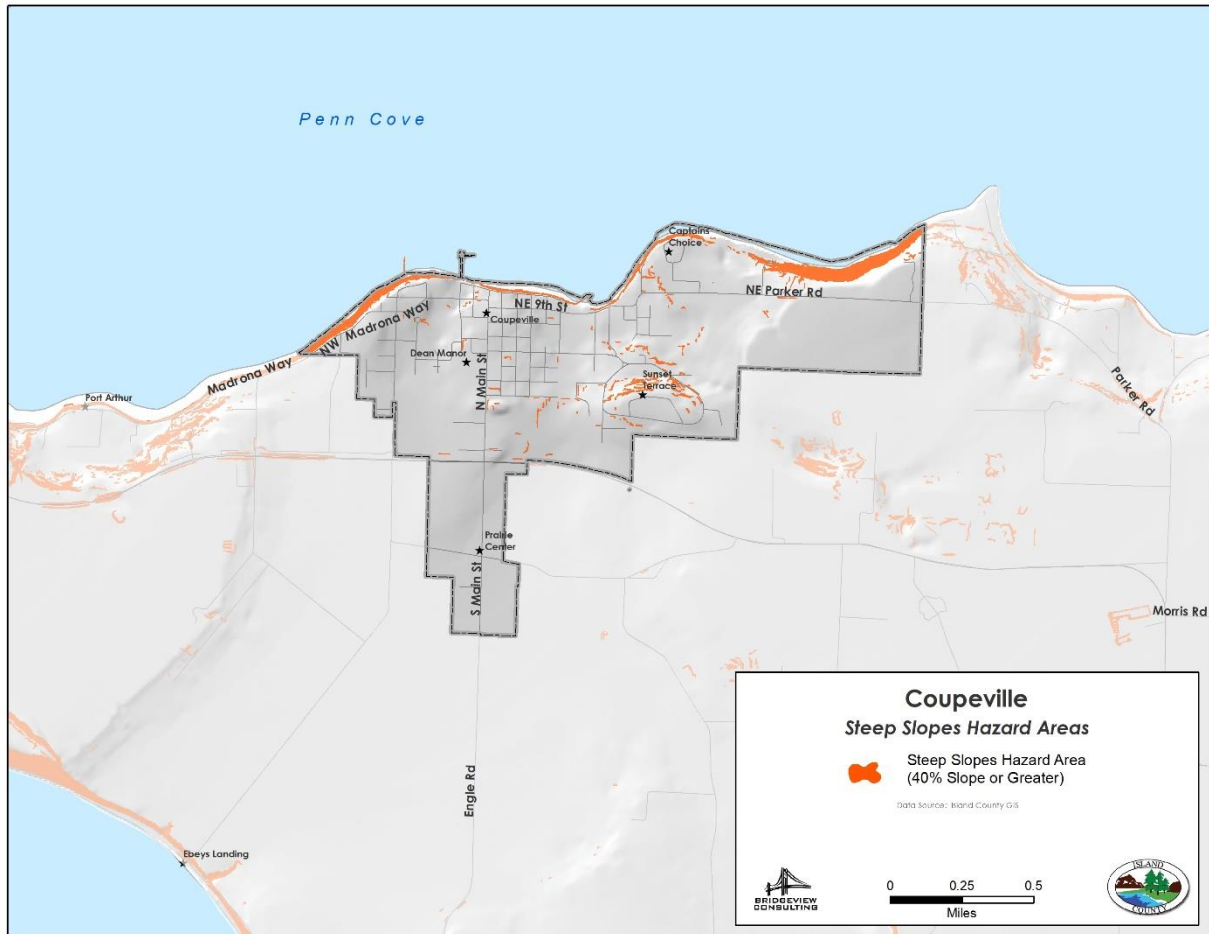
3.12 HAZARD AREA EXTENT AND LOCATION

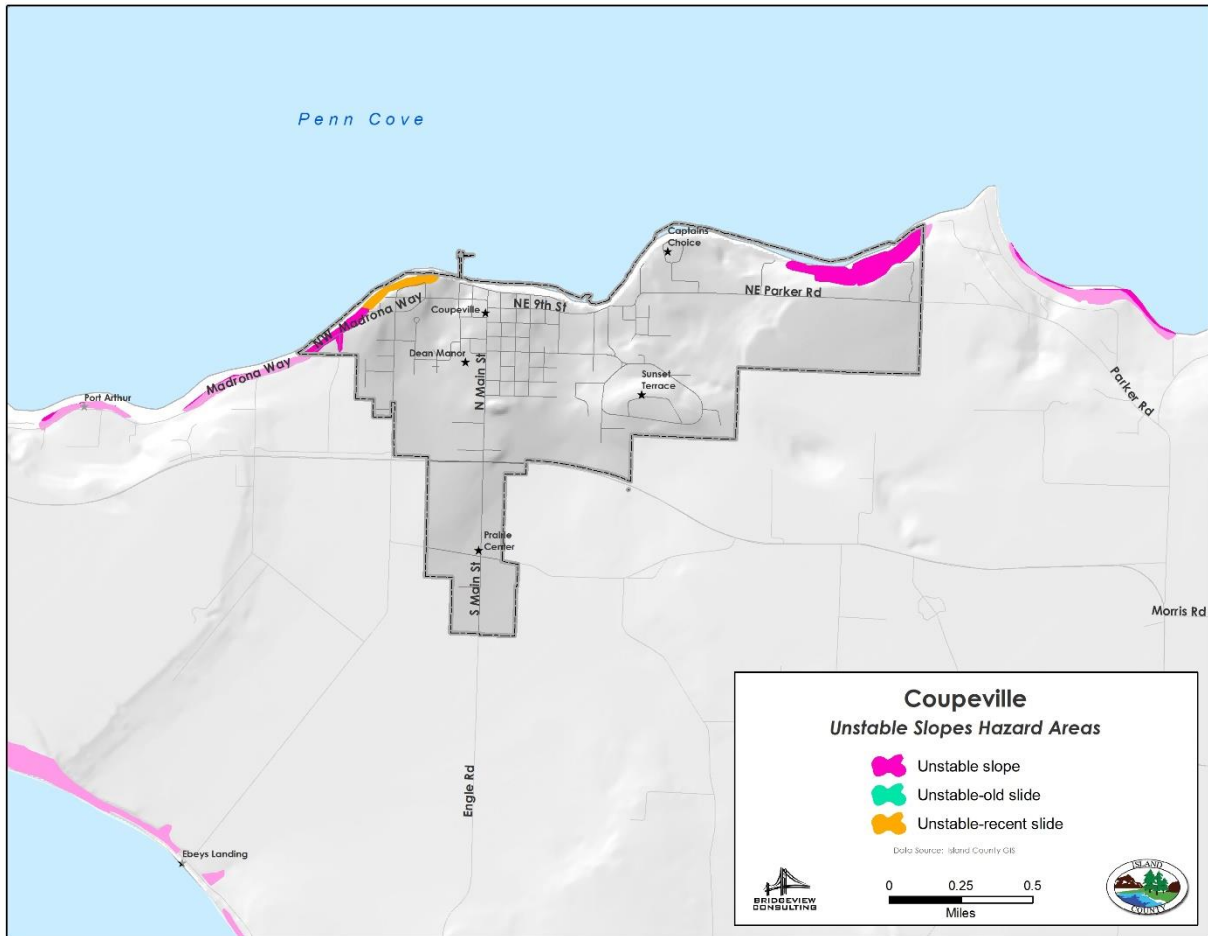
Hazard area extent and location maps are included below. These maps are based on the best available data at the time of the preparation of this plan, and are considered to be adequate for planning purposes. These maps further illustrate the potential areas of impact from the hazards of concern throughout the Town of Coupeville.

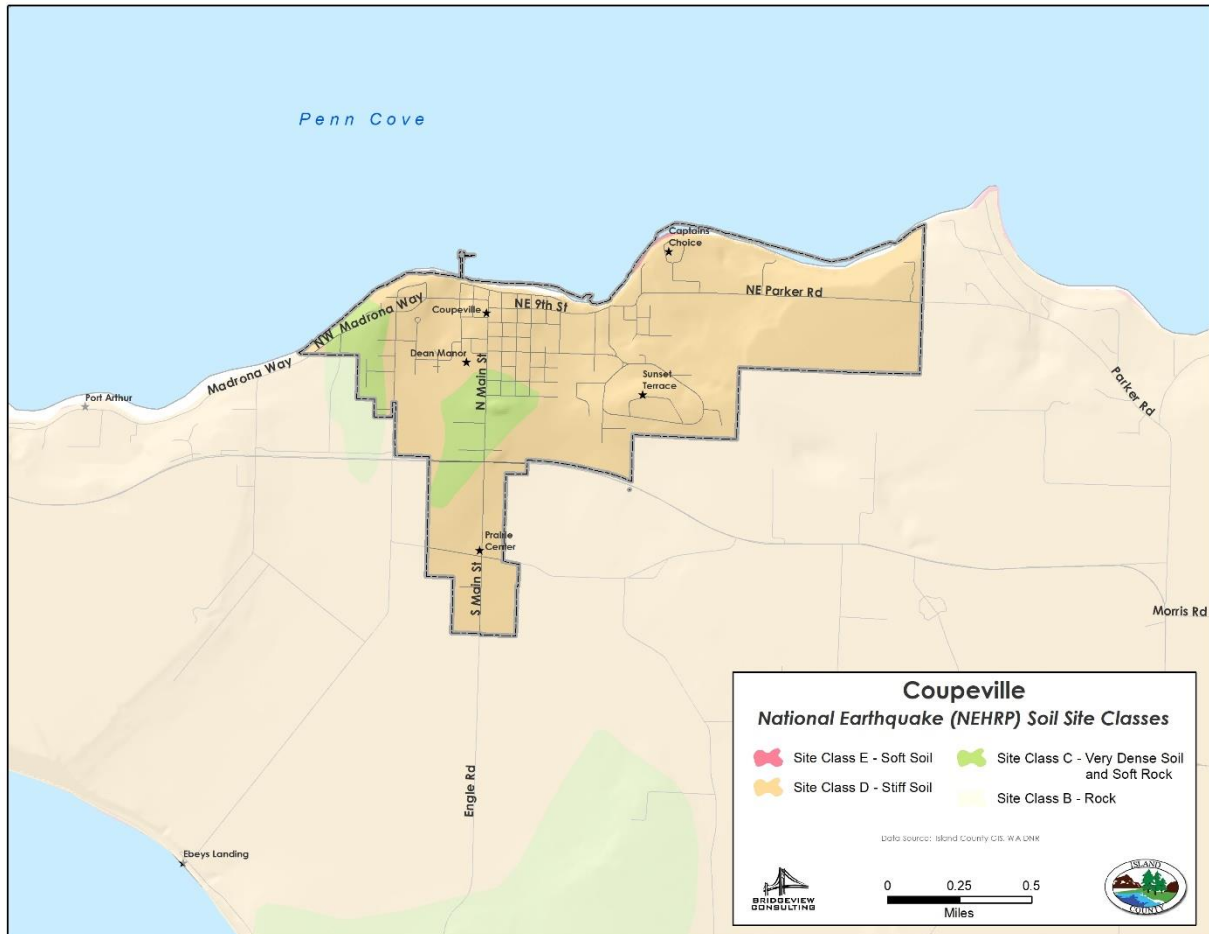












CHAPTER 4. CAMANO ISLAND FIRE & RESCUE ANNEX Island County Fire District # 1

4.1 INTRODUCTION

This Annex details the hazard mitigation planning elements specific to Camano Island Fire Rescue (C.I.F.R.), a participating Special Purpose District to the Island County Hazard Mitigation Plan Update. This Annex is not intended to be a standalone document, but rather appends to and supplements the information contained in the base plan document. As such, all sections of the base plan, including the planning process and other procedural requirements apply to and were met by C.I.F.R. For planning purposes, this Annex provides additional information specific to the District, with a focus on providing greater details on the risk assessment and mitigation strategy for this entity only.

4.2 HAZARD MITIGATION PLANNING TEAM POINT(S) OF CONTACT

The C.I.F.R. followed the planning process detailed in Section 2 of the Base Plan. In addition to providing representation on the County's Planning Team, the C.I.F.R. also formulated their own internal Planning Team to support the broader planning process. Individuals assisting in this Annex development are identified below, along with a brief description of how they participated.

Local Planning Team Members		
Name	Position/Title	Planning Tasks
Craig Helgeland 811 N. Sunrise Blvd Camano Island, WA 98282 Chelgeland@Camanofire.Com	Asst Fire Chief	Primary plan developer; attended Planning Team meetings; provided information countywide; primary author of annex; provided information for County base plan development; served as presenter to Fire Chiefs for adoption of annex; and for public outreach briefings.
Levon Yengoyan, 811 N. Sunrise Blvd Camano Island, WA 98282 Lyengoyan@Camanofire.Com	Fire Chief	Alt team member; provided information for annex development; attended presentation at Fire Chief's meeting for the risk assessment and for annex adoption.
Doug ten Hoopen 811 N. Sunrise Blvd Camano Island, WA 98282 dtenhoopen@camanofire.com	Interim Emergency Manager	Provided plan input; review/comment on draft plan.

4.3 DISTRICT PROFILE

C.I.F.R. is a junior taxing authority fire protection district, authorized by Washington state law, RCW Title 52 duly authorized to conduct operations within the jurisdiction of Camano island, WA.

C.I.F.R. is governed by an elected board of five fire commissioners who are selected by local voters every six years. The Fire District provides local fire protection, prevention, and emergency fire suppression response in a 24 / 7 profile.

The Fire District is wholly funded by local property tax revenues collected annually by the Island County auditor. The Fire District utilizes two distinct property taxing levy revenues, one as a fire levy, and the second as an EMS levy, each based upon the assessed tax values of the local homeowners' property valuation.

The operating budget for C.I.F.R. is \$7.5 million annually. 77% of those funds are committed to staffing costs, healthcare costs, and retirement funding.

C.I.F.R. is staffed by 26 full time career line firefighters, who work in a three-platoon shift rotation. The C.I.F.R. command and support staff augment and manage our agency on a day-to-day basis.

C.I.F.R. operates as an Advanced Life Support (ALS) EMS transport agency, where our career crews conduct everyday patient transports to local hospitals on the mainland. During these transport periods, routine crew staffing levels are continually diminished. The District's volunteer crew staffing has diminished over the past decade – and that auxiliary staffing program has all but ceased now.

The Fire District is currently searching for a new land parcel (acreage) to replace an aged and non-seismically sound fire station building. The District anticipates this future project cost to exceed \$5 million, with a completion date well beyond FY 2028.

The District's greatest risk continues to be having sufficient on-duty staffing on a day-to-day basis. Federal ("safer") grant funding has helped to address our staffing shortfalls, but grant funding does expire each three-year cycle and, thus, does not fund ongoing staffing needs.

The following is additional information about the District:

- **Population Served**—Population of 16,600 annually, with additional seasonal population of approximately 22,000.
- **Land Area Served**—39 square miles & 65 miles of shoreline.
- **Assessed Value of Area Served**—The estimated value of the area served by the District as of 2019 is: \$3.6 billion.
- **List of Critical Infrastructure/Equipment Owned by the District:**
 - Radio Equipment on Cellular Tower (415 Windsun Way) \$19,469
 - Radio Equipment on Cellular Tower (6496 Cultus Bay Rd.) \$19,469
 - Radio Equipment on Cellular Tower (840 SE Barrington Blvd.) \$19,469
 - Radio Tower Equipment (1164 Race Rd.) \$18,000
 - Radio Tower Equipment (1401 140th Street NW Fire Trail site) \$18,000
 - 1983 Darley Tender \$225,000
 - 1989 EZ Loader Boat Trailer \$1,000

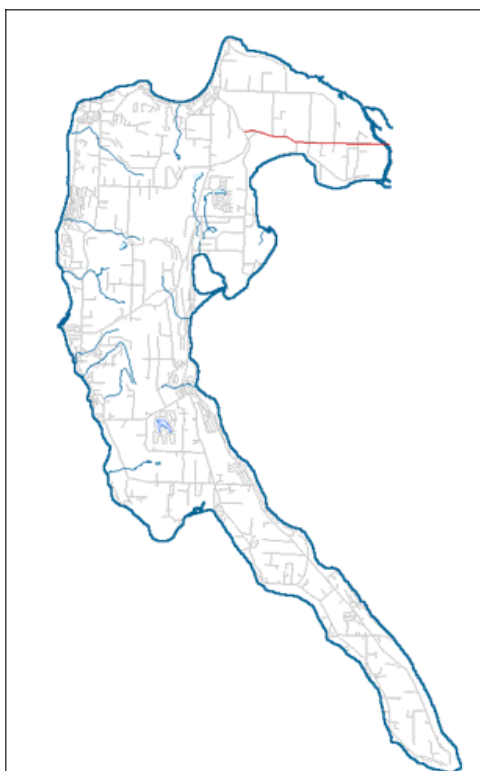
– 1995 Freightliner Tanker	\$231,800
– 1997 Ford Expedition First Responder	\$36,100
– 1994 Search & Rescue Trailer	\$30,900
– 1997 Pierce Pumper LDH	\$231,800
– 1998 Pierce Pumper LDH	\$270,000
– 2000 International Air Cascade	\$95,000
– 2000 Pierce Pumper LDH	\$270,000
– 2000 Ford Expedition First Responder	\$36,100
– 2002 Ford F250 Pickup First Responder	\$36,100
– 2006 Ford Expedition Command	\$28,553
– 2005 King Boat Trailer	\$5,000
– 2006 Ford Expedition Command	\$28,770
– 1994 Wells Utility Trailer	\$6,500
– 2007 HME Pumper	\$340,000
– 2007 Ford Focus	\$15,000
– 2009 Ford Command Vehicle	\$20,699
– 2009 Ford Command Vehicle	\$20,699
– 2009 North Star Ambulance ALS	\$238,000
– 2009 Rosenbauer Tender	\$236,886
– 2016 Kenworth Tender	\$312,000
– 2016 Pump Trailer (training)	\$30,000
– 2011 EZ Loader Trailer	\$6,650
– 2001 Interstate Cargo Trailer	\$5,000
– 2011 Ford F350 Pickup Truck	\$27,500
– 2014 Top Notch TLT-10 Trailer	\$3,695
– 2019 F550 Brush Truck	\$100,000
– 2015 Ford North Star Ambulance	\$200,000
– 2016 Ford North Star Ambulance	\$200,000
– 2017 Ford North Star Ambulance	\$200,000
– 2017 Spartan Pumper	\$425,000
– 2019 Ford Explorer (Command Unit)	\$38,000
– 2019 Rosenbauer Tender	\$324,000
– The total (insured) value of the Fire District rolling stock fleet is:	\$ 4,165,000
– The total (insured) value of the Fire District facilities and small equipment is:	\$14,409,000

The Fire District owns and operates six (6) buildings positioned upon real property (land) that comprises 20.74 acres. These facilities include four (4) fire stations, a maintenance facility (co-located with the Terry's Corner Station), and the Administration office. The Mabana Station also houses a groundwater well and two water storage tanks that provide fire suppression water for that specific area of the District. The values of these facilities are as follows:

– Station 1-2 Elger Bay (1326 Elger Bay Road)	\$2,615,804
– Station 1-3 Terry's Corner (525 E. North Camano Dr.)	\$2,088,921
*Includes Maintenance Facility	
– Station 1-4 Madrona Vista (273 N. West Camano Dr.)	\$3,860,533
– Station 1-5 Mabana (3651 South Camano Dr.)	\$1,140,866
– Administration Office (811 N. Sunrise Blvd.)	\$2,024,510

- **Current and Anticipated Service Trends**— With economic trends improving in 2018 the Fire District has experienced an increase both in population and also the local 911 service call event volume of near 5% annually. In the year 2019 the Fire District answered over 2,100 calls for service.

The District's boundaries, shown in the map below, are approximately 39 square miles, consisting of the entirety of Camano Island, (an unincorporated jurisdiction within Island County).



4.4 HAZARD EVENT HISTORY

Within the Base Plan, the Planning Team identified all hazard events which have occurred within the County. In the context of the planning region, it was determined that there are no additional hazards that

are unique to the special purpose district. Table 4-1 lists all past occurrences which have occurred countywide. It is unclear the degree to which they impacted C.I.F.R. If available, dollar loss data is also included.

TABLE 4-1 NATURAL HAZARD EVENTS			
Type of Event	FEMA Disaster # (if applicable)	Date	Dollar Losses (if known)
Volcano	623	5/21/1980	No information available
Flood	883	11/9/1990	No information available
Flood	896	12/20/1990	No information available
Severe Storm(s)	1079	11/7/1995	No information available
Severe Storm(s)	1159	12/26/1996	No information available
Earthquake	1361	2/28/2001	No information available
Severe Storm(s)	1499	11/15/2003	No information available
Costal Storm	3227	8/9/2005	No information available
Severe Storm(s)	1641	1/27/2006	No information available
Severe Storm(s)	1682	12/14/2006	No information available
Severe Storm	1825	12/12/2008	No information available
Severe Storm		12/15/2015	No information available

4.5 APPLICABLE REGULATIONS AND PLANS

Coordination with other community planning efforts is paramount to the successful implementation of this plan. This section provides information on how planning mechanisms, policies, and programs are integrated into other on-going efforts. It also identifies the jurisdiction's capabilities with respect to preparing and planning for, responding to, recovering from, and mitigating the impacts of hazard events and incidents.

Capabilities include the programs, policies and plans currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. This capabilities assessment is divided into the following sections: regulatory capabilities which influence mitigation; administrative and technical mitigation capabilities, including education and outreach, partnerships, and other on-going mitigation efforts; fiscal capabilities which support mitigation efforts, and classifications under various community programs.

4.5.1 Regulatory Capability

The District has adopted/enacted codes, resolutions, policies and plans that compliment and support hazard mitigation planning and activities. The following existing District codes, resolutions, policies, and plans are applicable to this hazard mitigation plan:

Fire District Capabilities:

- The Disaster Mitigation Act of 2000 requires state, tribal and local governments to develop a hazard mitigation plan as a condition of receiving certain types of non-emergency disaster assistance. The District's current approved Hazard Mitigation Plan Update supports the effort of this regulation and plan update.
- Capital Improvement Program – This ongoing program provides for facility and apparatus replacement needs as budget funding allows. As of this update, all such programs are suspended as a result of the COVID 19 impact.
- District's Annual Capital Improvement Plan (CIP) supports projects that are identified in this plan update. The CIP is updated annually by the District and adopted by the Board of Commissioners in the fall of each year. The CIP funding is dependent upon budget revenues, and contractual labor wage obligations.
 - A voted tax bond measure is currently in place - with an expiration date of 2028. Bond funding is utilized to construct new fire station facilities
 - Levy funding is utilized for day-to-day operational costs
- Washington State Fire Service Resource Mobilization Plan.
- Sprinkler Codes are in place, although limited adoption by the county. No broad residential requirement except in very limited circumstances.
- Strategic Plan, which is updated annually.
- Emergency Operations Plan.
- Emergency Procedures and Policies in place which are agency specific.
- National Incident Management System Compliant.
- Revised Code of Washington 52.26 (Regional Fire Protection Service) per state law.
- WAC 296.305 Addresses firefighter safety and is enforced through various positions and programs.
- Response Plans, as per written deployment 911 dispatch "run cards."
- Employee Handbooks and Safety Manuals.
- Mutual Aid Agreements – Yes, including with neighboring Snohomish County, as well as Island County.

4.5.2 Administrative and Technical Capabilities

The assessment of the District's administrative and technical capabilities, including educational and outreach efforts, and on-going programmatic efforts are presented in Table 4-2. These are elements which support not only mitigation, but all phases of emergency management already in place that are used to implement mitigation activities and communicate hazard-related information.

**TABLE 4-2
ADMINISTRATIVE AND TECHNICAL CAPABILITY**

Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Professionals trained in building or infrastructure construction practices.	Some	Limited to trained C.I.F.R. staff
Planners or engineers with an understanding of natural hazards.	Yes	County Public Works Dept. - Engineering staff
Staff with training in benefit/cost analysis.	Yes	Limited / C.I.F.R. staff
Personnel skilled or trained in GIS or Hazus use.	Yes	At the County level, but not at the District level
Emergency Manager.	Yes	At the county and municipal level.
Grant writers.	Yes	Limited / C.I.F.R. staff
Warning Systems/Services (Reverse 9-1-1, outdoor warning signs or signals, flood or fire warning program, etc.?).	No signage, ICOM 911	Limited resources – signage is restricted by County Planning Dept
Hazard data and information available to public.	Web-based	Available through the County's website, which hosts the risk results of this HMP; information is also available by the District via social media feeds
Specific equipment response plans.	Yes	Various types in place, including for the C.I.F.R. fire boat
Specific operational plans.	Yes	Yes – as per 911 response plans
Water Shortage Contingency Plan.	No	Yes, through the County and the municipalities.
Education and Outreach		
Local citizen groups or non-profit organizations focused on emergency preparedness?	Yes- Camano Preparedness Group	Limited internal C.I.F.R. agency staffing resources inhibit our full participation in this program.
Organization focused on individuals with access and functional needs populations.	One community paramedic	Limited - community resource paramedic on staff. Coordination with County Health Dept. Focus is on dependent medical patients with only limited means of assistance.
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education).	Grade school Fire Safety Program	Limited participation - restriction due to local staffing / ongoing 911 call volume needs.
Natural disaster or safety related school programs.	Above	Seasonal - Limited participation
Public-private partnership initiatives addressing disaster-related issues.	No	This is a function of the County DEM, not the Fire District

TABLE 4-2 ADMINISTRATIVE AND TECHNICAL CAPABILITY		
Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Multi-seasonal public awareness program.	Yes – Fall Safety Event	Annual fall safety fair - joint participation with local public safety partners. Gatherings cancelled during COVID 19. C.I.F.R. does have a (part-time) Public Outreach /Social Media Specialist on staff.
Other		
On-Going Mitigation Efforts		
Hazardous Vegetation Abatement Program	No	This is a function of the County Public Works Dept, not the Fire District
Noxious Weed Eradication Program or other vegetation management	No	This is a function of the County Public Works Dept, not the Fire District
Fire Safe Councils	No	Staffing hampers ability to fully develop Fire Safe Council.
Chipper program	No	This is a function of the County Planning Dept.
Defensible space inspections program	No	Inadequate staffing does not allow the District to develop such a program.
Creek, stream, culvert or storm drain maintenance or cleaning program	Yes	This is a function of the County Public Works Dept.
Stream restoration program	Yes	This is a function of the County Public Works Dept.
Erosion or sediment control program	Yes	This is a function of the County Public Works Dept.
Address signage for property addresses	Yes	C.I.F.R. – Ongoing – Voluntary – funds local scholarships

4.5.3 Fiscal Capability

The assessment of the District's fiscal capabilities is presented in Table 4-3. These are the financial tools or resources that could potentially be used to help fund mitigation activities.

TABLE 4-3 FISCAL CAPABILITY	
Financial Resources	Accessible or Eligible to Use?
Community Development Block Grants	No
Capital Improvements Project Funding	Yes – Budgeted, but currently postponed due to COVID-19
Authority to Levy Taxes for Specific Purposes	Fire / EMS only
User Fees for Water, Sewer, Gas or Electric Service	No
Incur Debt through General Obligation Bonds	Yes
Incur Debt through Special Tax Bonds	Yes – currently in place through 2028
Incur Debt through Private Activity Bonds	No
Withhold Public Expenditures in Hazard-Prone Areas	No
State Sponsored Grant Programs	As available
Development Impact Fees for Homebuyers or Developers	Not supported by County Government
Other	N/A

4.5.4 Community Classification

The District's classifications under various hazard mitigation programs are presented in Table 4-4. Each of the classifications identified establish requirements which, when met, are known to increase the resilience of a community. Those which specifically require District participation or enhance mitigation efforts are indicated accordingly.

TABLE 4-4 COMMUNITY CLASSIFICATIONS		
	Participating (Yes/No)	Date Enrolled
Building Code Effectiveness Grading Schedule	Yes	W.S.R.B. Grading Schedule – Protection Class 4
Firewise	No	Not Currently Participating

4.6 HAZARD RISK AND VULNERABILITY RANKING

The District's Planning Team reviewed the hazard list identified within the Base Plan, and has identified the hazards that affect C.I.F.R. During discussions by the internal Planning Team members in identifying the potential impact of those hazards, additional factors were also discussed and considered when estimating the potential financial losses caused by hazard-related damages. Such factors include the number of facilities damaged, the extent of damage to each facility, and the length of time required for repairs, etc. For service providers which generate income, lost revenue from customers being without service and the cost of providing temporary service was also a consideration in identifying the economic losses.

Table 4-5 presents the ranking of the hazards of concern based on their CPRI score. A qualitative vulnerability ranking was then assigned based on a summary of potential impact determined by past occurrences, spatial extent, damage, casualties, and continuity of government. The assessment is categorized into the following classifications:

- **Extremely Low** – No or very limited impact. The occurrence and potential cost of damage to life and property is very minimal-to-nonexistent. No impact to government functions with no disruption to essential services.
- **Low (Negligible)** – Minimal potential impact. The occurrence and potential cost of damage to life and property is minimal. Government functions are at 90% with limited disruption to essential services.
- **Medium (Limited)** – Moderate potential impact. This ranking carries a moderate threat level to the general population and /or built environment. The potential damage is more isolated, and less costly than a more widespread disaster. Government functions are at 80% with limited impact to essential services.
- **High (Critical)** – Widespread potential impact. This ranking carries a high threat to the general population and/or built environment. The potential for damage is widespread. Hazards in this category may have occurred in the past. Government functions are at ~50% operations with limited delivery of essential services.
- **Extremely High (Catastrophic)** – Very widespread with catastrophic impact. Government functions are significantly impacted for in excess of one month.

TABLE 4-5 HAZARD RISK AND VULNERABILITY RANKING				
Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank	Description of Impact (e.g., dollar loss, how it impacted structures, capability to provide services, etc.)
1	Earthquake	2.65	High	Seismic damage – disruption to service delivery - fire station facility damage. Roadway damage, as well as access to I-5.
2	Tsunami	2.35	Medium	District structure impact would be somewhat limited in nature, but there is a greater concern for injury or death to citizens by wave action.

TABLE 4-5 HAZARD RISK AND VULNERABILITY RANKING				
Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank	Description of Impact (e.g., dollar loss, how it impacted structures, capability to provide services, etc.)
3	Wildfire	2.3	Medium	Structure impact would be more limited in nature due to rapid local response, and fuel moisture content, but there is a smoke hazard for citizens, as well as potential impact to firefighters.
3	Landslide	2.3	Medium	Limited structure impact to District facilities, but the bluff areas could be impacted, increasing response requirements and more technical response techniques. Roadways could also be impacted.
4	Coastal Erosion	1.95	Medium	Limited structure impact to District facilities, but the coastal bluff areas could be impacted, increasing response requirements and more technical response techniques. Roadways could also be impacted.
5	Severe Weather	1.9	Medium	The District is regularly impacted by some form of severe weather event, although structurally, there is no record of impact. Power outages do occur, which can cause increased calls for service. Residents dependent on power for oxygen, etc., would
6	Volcano	1.85	Low	Ash would be a primary factor, although with the prevailing winds, the likelihood of ash accumulation would be limited. Access off of the Island would be of a higher concern due to impact to the I-5 corridor.
7	Flood	1.45	Low	Limited impact to fire structures; some roadways may become impassable, but limited structure impact in the community.
8	Drought	1.35	Low	Structures are not impacted by drought; however, the industry sector may be, as well as increased fire hazard.
9	Damn Failure	NR		

4.7 MITIGATION GOALS AND OBJECTIVES

The District adopts the hazard mitigation goals and objectives developed by the Planning Team described in Volume 1.

4.8 HAZARD MITIGATION ACTION PLAN

The Planning Team for the District identified and prioritized a wide range of actions based on the risk assessment, and their knowledge of the District assets and hazards of concern. Table 4-6 lists the action items/strategies that make up the District's hazard mitigation plan. Background information and information on how each action item will be administered, responsible agency/office (including outside the District), potential funding sources, the timeframe, who will benefit from the activity, and the type of initiative associated with each item are also identified.

TABLE 4-6 HAZARD MITIGATION ACTION PLAN MATRIX									
Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
INITIATIVE #1 Replace existing stations in high-hazard areas or those structures which are out of date and do not comply with current building standards to ensure continued operational capacity during a hazard event.									
NEW	All,	1,2,3,4,6,8	District	High	HMGP, HUD, BOND	Long-term	Yes, Modified was C.I.F.R. 1	Emergency Services, Property Protection, Structural, Recovery	Local Citizens and Community
INITIATIVE #2 Seek out funding (grant or operational budget) to hire and train additional firefighters.									
New	All	All	District and Commissioners	H	Safer, General Fund, Bond	Short-Term	Yes, was C.I.F.R. 5	Emergency Services	Local, County
INITIATIVE #3 Seek out grant funding to obtain updated PPE equipment to fully equip new officers. This would also include replacing depleted resources as a result of the COVID response.									
New	All	All	District	M	COVID Grants, Safer, HMGP, HLS	Short-Term	N	Emergency Services, Response, Recovery	All
INITIATIVE #4 Develop an isolation plan, educate the community on resilience to isolation, and work with Island County fire departments, hospital district, public health, and transit authorities to develop an evacuation exercise on alternate ingress (for resources) and egress (for the sick and injured).									
Existing and New	All	All	District and Public Health	H	DOH, HLS, COVID	Short-term	Yes, was C.I.F.R. 2	Response, Recovery, Emergency Services	County
INITIATIVE #5 Continue coordination with local water purveyors in providing guidance and assistance in the ongoing replacement of their aging and failing private water systems.									

**TABLE 4-6
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
Existing	All	All	District and Public Health	L	General Fund	Short-term	Yes, Was C.I.F.R. 3	Response, Recovery, Emergency Services	Local
INITIATIVE #6 Develop infectious disease plan and conduct training on plan implementation									
New and Existing	All	All	District and Public Health	H	DOH, HLS, COVID	Short-term	Yes, was C.I.F.R. 6	Response, Recovery, Emergency Services	Regional

4.9 PRIORITIZATION OF MITIGATION INITIATIVES

Once the mitigation initiatives items were identified, the Planning Team followed the same process outlined within Volume 1 to prioritize their initiatives. An analysis of six different initiative types for each identified action item was conducted. Table 4-7 identifies the prioritization for each initiative.

**TABLE 4-7.
MITIGATION STRATEGY PRIORITY SCHEDULE**

Initiative #	# of Objectives Met	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/Budgets?	Priority ^a
1	7	High	High	Yes	Yes	No	High
2	8	High	High	Yes	Yes	No	High
3	8	High	Medium	Yes	Yes	No	High
4	8	High	Medium	Yes	Yes	No	High
5	8	High	Low	Yes	No	Yes	Medium
6	8	High	Medium	Yes	Yes	Partial	High
a. See Chapter 1 for explanation of priorities.							

4.10 STATUS OF PREVIOUS PLAN INITIATIVES

Table 4-8 summarizes the initiatives that were recommended in the previous version of the hazard mitigation plan and their implementation status at the time this update was prepared.

TABLE 4-8. STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN					
		Current Status			
		Completed	Continual / Ongoing Nature	Removed /No Longer Relevant /No Action	Carried Over
Mitigation Strategy	2019 Project Status				
C.I.F.R.- 1 Replace one vintage fire station to meet current seismic standards. This would complete the District’s Long-Range Capital Facilities Plan and ensure all District facilities were prepared for seismic hazards. Continued - The District seeks to complete the second phase of our agency seismic survivability plan - which includes the replacement of our remaining south-island fire station. Such actions will require adequate funding in excess of \$5M.	A \$10,000,000 Capital Facilities Bond was approved by voters in 2006. That bond will mature in 2028. These bond funds were used to complete the first phase of the Long-range Capital Facilities Plan. This phase included the building of one new fire station and the remodeling and seismic retrofitting of two others. Grant funds and the sale of surplus properties augmented those bond funds. One other vintage fire station has been sold as surplus and is no longer part of the local emergency response deployment plan within the District.		X		X
C.I.F.R. – 2 Develop an isolation plan, educate the community on resilience to isolation, and work with Island County fire departments, hospital district, public health, and transit authorities to develop an evacuation exercise on alternate ingress (for resources) and egress (for the sick and injured).	Recognizing that the County Health Dept and DEM office are the lawful authority having jurisdiction in this specific endeavor, the District continues to endorse and promote safe practices all across the community.		X		X

**TABLE 4-8.
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

		Current Status			
		Completed	Continual /Ongoing Nature	Removed /No Longer Relevant /No Action	Carried Over
Mitigation Strategy	2019 Project Status				
C.I.F.R. 3 - Work with local water to bolster and encourage system readiness.	All local water systems are privately owned / operated. Work continues with local water purveyors to assist them in modern planning and designing for resilience within their water system upgrades. These upgrades help provide reliable needed fire flow in the case of structural and wildland fires, as well as potable domestic water in the case of natural hazard events.		X		X
C.I.F.R. 4 - Medical Oxygen Generating System.	REMOVED - No longer a goal of the District			X	
C.I.F.R.-5 —Recruit and train volunteers to provide multi-disciplinary support in the case of disaster or large-scale emergency. This support may be at the operational (volunteer firefighters and EMTs), incident management (emergency operations center staffing), or neighborhood (Community Emergency Response Teams (CERT), Map Your Neighborhood, Camano Preparedness Group) levels.	This goal is an ongoing process, largely dependent upon both local citizen and volunteer member participation. A local civic group is quite active in this specific endeavor in an academic sense, but are often challenged by physical limitations for any field exercises. All citizen volunteer staff participation is governed by the county DEM.		X		X

**TABLE 4-8.
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

		Current Status			
		Completed	Continual /Ongoing Nature	Removed /No Longer Relevant /No Action	Carried Over
Mitigation Strategy	2019 Project Status				
C.I.F.R. 6. Develop infectious disease plan and conduct training on plan implementation.	This planning action is already in place within the District – with weekly updates provided to District staff for any training plan changes. Future situational updates and / or directives do however preside when mandated by County Health Dept.		X		X

CHAPTER 5.
CENTRAL WHIDBEY ISLAND FIRE & RESCUE ANNEX

CHAPTER 6.
SOUTH WHIDBEY FIRE/EMS ANNEX

CHAPTER 7.

WHIDBEY HEALTH MEDICAL CENTER ANNEX UPDATE

7.1 INTRODUCTION

This Annex details the hazard mitigation planning elements specific to the Whidbey Health Medical Center, a participating special purpose district to the Island County Hazard Mitigation Plan Update. This Annex is not intended to be a standalone document, but rather appends to and supplements the information contained in the base plan document. As such, all sections of the base plan, including the planning process and other procedural requirements apply to and were met by Whidbey Health Medical Center. For planning purposes, this Annex provides additional information specific to Whidbey Health Medical Center, with a focus on providing greater details on the risk assessment and mitigation strategy for this entity only.

7.2 HAZARD MITIGATION PLANNING TEAM POINT(S) OF CONTACT

The Whidbey Health Medical Center followed the planning process detailed in Section 2 of the Base Plan. In addition to providing representation on the County's Planning Team, Whidbey Health Medical Center also formulated their own internal Planning Team to support the broader planning process. Individuals assisting in this Annex development are identified below, along with a brief description of how they participated.

Local Planning Team Members		
Name	Position/Title	Planning Tasks
Chris Tumblin, Lead 101 N Main Coupeville, WA 98239 Telephone: 360-914-0472 e-mail: tumblic@whidbeyhealth.org	Primary Point of Contact Paramedic/Emergency Preparedness Coordinator	Primary Planning Team member; provided input and information to base plan; reviewed draft and final versions; presented plan to Board of Commissioners for review and adoption; primary author of District's Annex. Facilitated internal Planning Team meetings.
Tim Waldner 101 N Main Coupeville, Wa 98239 Telephone: 360-678-5151 e-mail: waldnt@whidbeyhealth.org	Alternate Point of Contact Director of Facility and Safety	Provided data and information on facilities; reviewed District Annex. Assisted with strategy development.

7.3 DISTRICT PROFILE

The Whidbey Island Public Hospital District, doing business as Whidbey Health Medical Center since 2017, as Whidbey General Hospital between 1970 and 2017 and is located in Island County. Whidbey Health Medical Center provides comprehensive health care that includes professional nurses and support staff in Coupeville and three satellite clinics located on the north, central and south end of Whidbey Island.

Three rural health clinics provide affordable quality healthcare to Whidbey Island's under or uninsured population.

The District is governed by an elected, five-member Board of Commissioners. The board appoints management to oversee the District's daily operations as well as its 750 employees. In fiscal year 2019, the District operated on an expense budget of approximately \$112 million. Funding comes from bonds, levies and revenue from billing for service rendered.

In 1997 legislation authorized states to establish State Medicare Rural Hospital Flexibility Programs under which certain facilities participating in Medicare can become Critical Access Hospitals. As a result, the District achieved the Critical Access designation in January 2006. Medicare now pays the District 1 percent above costs for services rendered to Medicare patients. The Medicare Critical Access Hospital is a licensed 51-bed facility with 39 inpatient beds and observation stretchers.

The hospital also owns and/or operates several Physicians clinics. Whidbey Health Primary Care, Whidbey Health Women's care, Whidbey Health Surgical care, Whidbey Health Orthopedic care and Whidbey Health Women's care all located in Coupeville. Whidbey Health Primary Care Cabot and Whidbey Health Primary care Goldie in Oak Harbor, Whidbey Health Primary Care in Freeland and Clinton.

Whidbey Health Medical Center is also the only provider for Emergency Medical Services providing advanced life support ambulances to Whidbey Island. There are structures with sleeping facilities in Oak Harbor, Coupeville and Bayview.

In 2018 Whidbey Health Medical Center Completed the new in-patient wing of the hospital, funding came in the form of a \$50 million bond that was voted on by the residents of Whidbey Island. Along with the new wing, the hospital wide oxygen delivery system was upgraded, a new 600 kw generator and 5,000-gallon diesel tank was installed, and surgical services was remodeled and upgraded.

The following is a summary of key information about the District:

- **Governing Authority**— The District is governed by Whidbey Health Medical Center Board of Commissioners
- **Population Served**—Approximately 70,000 as of 2019
- **Land Area Served**—All of Whidbey Island 208 Square miles and surrounding water.
- **Value of Area Served**—The estimated value of the area served by the District is 11.5 billion
- **Land Area Owned**—15 Acres
- **List of Critical Infrastructure/Equipment Owned by the District:**
 - Whidbey Health Medical Center main campus and is located in a natural hazard risk zone. This facility and equipment within is critical to provide emergent and non-emergent care to the residence and visitors to Whidbey Island. Some of those services include CT scanner, MRI, X-ray, Lab, Cancer treatment, OB, Emergency Room, Surgery, in-patient beds critical care unit
 - Whidbey Health Primary Care Goldie provides care for under or uninsured residents of Whidbey Island as well as those who are insured.
 - Whidbey Health Primary Care Coupeville provides care for under or uninsured residents of Whidbey Island as well as those who are insured.
 - Whidbey Health Urgent Care/Diagnostic center provides care for under or uninsured residents of Whidbey Island as well as those who are insured.

- Whidbey General Hospital Emergency Medical Services (WGH EMS) includes 3 stations, 9 mobile intensive care units, Command vehicle and Office. They are the only provider of advanced life support on Whidbey Island and responded to 8409 calls for service in 2019. In addition to 911 response WGH EMS provides emergent and non-emergent transfers from Whidbey General and Naval Hospital Oak Harbor to specialty resource centers from Bellingham to Seattle.
 - **Total Value of Critical Infrastructure/Equipment**—The total value of critical infrastructure and equipment owned by the District is 162,800,000
 - **List of Critical Facilities Owned by the District:**
 - Whidbey Health Medical Center Main Campus
 - Whidbey Health Primary Care Coupeville
 - Whidbey Health Urgent care/Diagnostic Clinton
 - Whidbey Health EMS
 - Whidbey Health Primary Care Goldie
 - **Total Value of Critical Facilities**—The total value of critical facilities owned by the District is 87,924,000
- Current and Anticipated Service Trends**— Whidbey Island is home to Naval Air Station Oak Harbor, a large Naval base with a once functioning Naval Hospital. The Navy Hospital has shut down most of its services including Surgery, Urgent Care, ER and Obstetrics. Now all Active duty service members and dependents rely on Whidbey Health Medical Center for their medical needs. Because of this Whidbey Health Medical Center is expecting an increase in call volume for EMS and increase in patients seeking emergent and non-emergent care along with diagnostic tests and inpatient treatment.

7.4 HAZARD EVENT HISTORY

Within the Base Plan, the Planning Team identified all hazard events which have occurred within the County. In the context of the planning region, it was determined that there are no additional hazards that are unique to the special purpose district. Table 7-1 lists all past occurrences which have impacted the District.

Historically, winter snowstorms caused several clinics to close due to hazardous driving conditions. Windstorms created extended power outages causing the hospital to run an emergency generator, which impacted surgical services. This has happened on a number of occasions, even for events which do not rise to the level of a disaster declaration. In addition, clinics have had to be closed due to a lack of emergency back-up power. The loss of revenue due to services being suspended has a significant financial impact on the hospital, although actual dollar losses were not readily available at the time of this update due, in part, to limited staffing as a result of COVID-19.

Whidbey Health is a small critical access hospital located on Whidbey Island. Revenue loss from natural events is difficult to calculate to some degree. Due to the hospital's location its revenue is generated from the residents of Whidbey Island, and does not have the same market or provide the same services as some of the larger hospitals. The District has identified the lack of backup generators as a potential mitigation strategy.

**TABLE 7-1
NATURAL HAZARD EVENTS**

Type of Event	FEMA Disaster # (if applicable)	Date	Dollar Losses (if known)
Severe Storm		12/10/2019	Unknown
Severe Storm		01/15/2016	Unknown
Severe Storm		10/15/2015	Unknown
Severe Storm		03/02/2009	Unknown

7.5 APPLICABLE REGULATIONS AND PLANS

Coordination with other community planning efforts is paramount to the successful implementation of this plan. This section provides information on how planning mechanisms, policies, and programs are integrated into other on-going efforts. It also identifies the jurisdiction's capabilities with respect to preparing and planning for, responding to, recovering from, and mitigating the impacts of hazard events and incidents.

Capabilities include the programs, policies and plans currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. This capabilities assessment is divided into the following sections: regulatory capabilities which influence mitigation; administrative and technical mitigation capabilities, including education and outreach, partnerships, and other on-going mitigation efforts; fiscal capabilities which support mitigation efforts, and classifications under various community programs.

7.5.1 Regulatory Capability

The District has adopted/enacted codes, resolutions, policies and plans that compliment and support hazard mitigation planning and activities. The following existing District codes, resolutions, policies, and plans are applicable to this hazard mitigation plan:

Hospital Capabilities:

- NFPA 99: Health Care Facilities Codes
- Environment of Care
- Organizational Emergency Operations Plan
- Emergency Operations Plan
- Facility Evacuation Plan
- Master Space Plan (Capital Improvement)
- Health Care Facilities Codes
- Emergency Staffing Plans/Call Back Plans
- Business Continuity Plans (for linens, food, fuel, etc.)
- Inclement Weather Plans
- Active Shooter Plans (Hospital/Community)
- Hazardous Materials Response Plans
- Bio-hazard Response Plans
- Communications Plan

- Shelter In Place Plan
- Pandemic Flu Plan
- Bomb Threat Plan
- Helicopter Crash Response Plan (Helicopter on site)
- National Incident Management System/Incident Command System implementation standards
- Earthquake Plan
- The Disaster Mitigation Act of 2000 requires state, tribal and local governments to develop a hazard mitigation plan as a condition of receiving certain types of non-emergency disaster assistance. The District's current approved Hazard Mitigation Plan Update supports the effort of this regulation and plan update.
- Specific incident response plans
- Mutual Aid Agreements

7.5.2 Administrative and Technical Capabilities

The assessment of the District's administrative and technical capabilities, including educational and outreach efforts, and on-going programmatic efforts are presented in Table 7-2. These are elements which support not only mitigation, but all phases of emergency management already in place that are used to implement mitigation activities and communicate hazard-related information.

TABLE 7-2 ADMINISTRATIVE AND TECHNICAL CAPABILITY		
Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Professionals trained in building or infrastructure construction practices.	N	Director of Facilities & Safety
Planners or engineers with an understanding of natural hazards.	Y	Engineering/Plant Ops
Staff with training in benefit/cost analysis.	Y	Accounting
Personnel skilled or trained in GIS	N	Contracted or County
Emergency Manager.	Y	Tim Waldner
Grant writers.	N	Each division within the hospital writes their own grants as necessary.
Warning Systems/Services	Y	Mass Communication Plan Alertsense
Hazard data and information available to public.	N	Yes. This HMP is available for review both in hard copy and available on the County's website.
Specific equipment response plans.	Y	Emergency Preparedness Plan
Specific operational plans.	Y	Emergency Preparedness Plan
Water Shortage Contingency Plan.	Y	Emergency Preparedness Plan

TABLE 7-2 ADMINISTRATIVE AND TECHNICAL CAPABILITY		
Staff/Personnel Resources	Available (Yes/No)	Department/Agency/Position
Education and Outreach Which Enhance or Support Mitigation		
Local citizen groups or non-profit organizations focused on emergency preparedness?	Y	The County provides CERT and Medical Reserve Corps personnel.
Organization focused on individuals with access and functional needs populations.	Y	SAIL
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education).	Y	Pub Outreach ACT, SAIL
Natural disaster or safety related school programs.	Y	The school districts provide information on the various programs, as does the County through its various public outreach efforts.
Multi-seasonal public awareness program.	Y	Safe driving, Winter warning, Flu Advisories
Public Outreach	Y	Car seat safety, ACT training, Helmet fitting, Active shooter training, CPR. training
Fire Safe Councils	Y	Environment of Care (EOC)
Exercise and Drills	Y	Fire drills, MCI drills, Pan Flu drills, Earthquake drills
Environment of Care Committee	Y	Emergency preparedness, hazardous waste management, safety, employee health.

The District's Environment of Care (EOC) Committee manages environmental hazards and risks, prevents accidents and injuries, and maintains safe conditions for patients, visitors, and staff. The EOC focus is based on a reporting structure and quality improvement plan associated with each of the seven parts of the EOC Management Plan.

They include:

1. Safety/Employee Health & injury
2. Security
3. Life Safety (Fire safety)
4. Hazardous Material and Waste Safety
5. Medical Equipment Maintenance
6. Utility System Safety Plan
7. Emergency Preparedness

7.5.3 Fiscal Capability

The assessment of the District's fiscal capabilities is presented in Table 7-3. These are the financial tools or resources that could potentially be used to help fund mitigation activities.

TABLE 7-3 FISCAL CAPABILITY	
Financial Resources	Accessible or Eligible to Use?
Capital Improvements Project Funding	Y
Authority to Levy Taxes for Specific Purposes	Y
User Fees for Water, Sewer, Gas or Electric Service	N
Incur Debt through General Obligation Bonds	Y
Incur Debt through Special Tax Bonds	Y
Incur Debt through Private Activity Bonds	N
Withhold Public Expenditures in Hazard-Prone Areas	N
State Sponsored Grant Programs	Y
Development Impact Fees for Homebuyers or Developers	N

7.6 HAZARD RISK AND VULNERABILITY RANKING

The District's Planning Team reviewed the hazard list identified within the Base Plan, and has identified the hazards that affect the Whidbey Health Medical Center. During discussions by the internal Planning Team members in identifying the potential impact of those hazards, additional factors were also discussed and considered when estimating the potential financial losses caused by hazard-related damages. Such factors include the number of facilities damaged, the extent of damage to each facility, and the length of time required for repairs, etc. For service providers which generate income, lost revenue from customers being without service and the cost of providing temporary service was also a consideration in identifying the economic losses.

Table 7-4 presents the ranking of the hazards of concern based on their CPRI score. A qualitative vulnerability ranking was then assigned based on a summary of potential impact determined by past occurrences, spatial extent, damage, casualties, and continuity of government. The assessment is categorized into the following classifications:

- Extremely Low – No or very limited impact. The occurrence and potential cost of damage to life and property is very minimal-to-nonexistent. No impact to government functions with no disruption to essential services.
- Low (Negligible) – Minimal potential impact. The occurrence and potential cost of damage to life and property is minimal. Government functions are at 90% with limited disruption to essential services.

- Medium (Limited) – Moderate potential impact. This ranking carries a moderate threat level to the general population and /or built environment. The potential damage is more isolated, and less costly than a more widespread disaster. Government functions are at 80% with limited impact to essential services.
- High (Critical) – Widespread potential impact. This ranking carries a high threat to the general population and/or built environment. The potential for damage is widespread. Hazards in this category may have occurred in the past. Government functions are at ~50% operations with limited delivery of essential services.
- Extremely High (Catastrophic) – Very widespread with catastrophic impact. Government functions are significantly impacted for in excess of one month.

TABLE 7-4 HAZARD RISK AND VULNERABILITY RANKING				
Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank	Description of Impact (e.g., dollar loss, how it impacted structures, capability to provide services, etc.)
1	Earthquake	3.65	High	Depending on the size of the earthquake damage could be catastrophic to all facilities and dollar loss would be in the millions. The ability to provide medical treatment to the community could be severely limited.
2	Severe weather	2.7	High	Severe weather is a yearly threat. Snow storms cause facility closures, wind storms cause yearly power outages. Both impact all of the facilities leading to reduce revenue due to closures and some essential services
3	Volcano	2.55	Medium	There are five active volcanoes in Washington state, three in Western Washington in or around the Puget sound area. The greatest hazard comes from ash plumes, lahars, and potential earthquakes. Loss of revenue, damage to vital equipment including HVAC systems and emergency generators could be in the millions.
4	Tsunami	1.85	Low	The District's facilities themselves are not impacted; however, impact may involve increased calls for service, as well as transport of patients and injured.
5	Wildfire	1.7	Low	Limited structure impact is anticipated; however, increased care may result from firefighter injuries, and increased healthcare issues with respect to smoke by patients.
6	Coastal Erosion	1.6	Low	No District structures impacted; however, roadways may be impacted, causing response and transportation issues.

**TABLE 7-4
HAZARD RISK AND VULNERABILITY RANKING**

Hazard Rank	Hazard Type	CPRI Score	Vulnerability Rank	Description of Impact (e.g., dollar loss, how it impacted structures, capability to provide services, etc.)
7	Landslide	1.45	Low	No District structures impacted; however, roadways may be impacted, causing response and transportation issues. Landslides may also include injuries to citizens, increasing the need for medical care.
8	Drought	1.15	Low	No District structures would be impacted; however, there may be increased calls for service for citizens associated with heat, which customarily is associated with drought conditions. Increased wildfire danger would potentially also increase calls for service or patient increase. The hospital does have water conservation plans in place to deal with water shortages.
9	Dam Failure	1.	Low	No structures would be impacted; increased calls for service and patient care possible.
10	Flood	1.	Low	No structures are impacted; however, roadways may be impassable in certain areas. There may be an increase in calls for service with respect to injuries associated from flood victims, increased car accidents, etc.

7.7 MITIGATION GOALS AND OBJECTIVES

The District adopts the hazard mitigation goals and objectives developed by the Planning Team described in Volume 1.

7.8 HAZARD MITIGATION ACTION PLAN

The Planning Team for the District identified and prioritized a wide range of actions based on the risk assessment, and their knowledge of the District assets and hazards of concern. Table 7-5 lists the action items/strategies that make up the District's hazard mitigation plan. Background information and information on how each action item will be administered, responsible agency/office (including outside the District), potential funding sources, the timeframe, who will benefit from the activity, and the type of initiative associated with each item are also identified.

**TABLE 7-5
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
INITIATIVE # 1—Working with Island County Emergency Management, the various fire districts/departments, and social service program providers throughout the planning region, identify locations of citizens with functional and access needs to determine the necessity for portable oxygen generating develop a system for capturing the locations of citizens with functional and access needs to determine the necessity for portable oxygen generating system.									
Existing	All	2, 3	Hospital District.	Medium	General funds with cost shares by each agency involved	Long term	Yes	Emergency services,	County
INITIATIVE #2—Seek and apply for a grant funding to obtain a mobile oxygen generating system, which will service local area medical providers, ambulance and rescue units, in-home oxygen tanks for citizens requiring oxygen during disaster events, as well as supply the hospital with oxygen during an outage.									
Existing	All	2, 7, 8	Hospital District EM, and finance department, Island County EM, Fire Districts and Departments	\$150,000	Grants (DOE, DOH)	Short term	Yes	Preventative, Response, Emergency Services	County
INITIATIVE #3—Complete assessment of hospital structures to determine need for possible seismic retrofits, potential structure tie downs for building and equipment, or generators to ensure continued operations and functionality.									
Existing	EQ, flood, landslide, severe weather, tsunami	2, 3, 5, 6, 7,	Facilities department, risk management	Unknown	General funds, capital improvement plans, grant funds	Long term	Yes, modified.	Preventative, structural, property protection, emergency services, recovery	Region
INITIATIVE #4—Develop chemical response exercise and training efforts in coordination with local emergency management, Naval Air station/Hospital Oak Harbor and fire departments/districts.									

**TABLE 7-5
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Objectives Met	Lead Agency	Estimated Cost (High/Medium/Low) or \$ Figure if Known	Sources of Funding (List Grant type, General Fund, etc.)	Timeline (Long-Term, Short-Term)	Included in Previous Plan? Yes/No	Initiative Type: Public Information, Preventive Activities, Structural Projects, Property Protection, Emergency Services, Recovery, Natural Resource Protection	Who or What Benefits? Facility, Local, County, Region
Existing	EQ, Landslide, severe weather, tsunami, fire, human cost, technology	1, 3, 4, 5,	Hospital District EM, Radiology department facility department, local fire districts and departments, Island County	Medium	Grants-DOE, DOH, HLS	Short term	Yes	Preventative, emergency services,	Region
INITIATIVE #5—Work with Island County emergency management, department of health, social services in adult care facilities to establish the general location and number of vulnerable population, including special needs and establish evacuation plans in the event of a disaster									
Existing	All	1, 2, 3, 5, 7, 8	Hospital, DEM, fire districts, social services, risk management	Unknown	General Funds	Long Term	Yes	Preventative, emergency services, recovery	County
INITIATIVE #6—Obtain additional supplies needed to respond to man-made and natural disasters such as Pandemic Flu and Mass Casualty Events.									
New	All	3, 6, 7	Hospital District, DEM, Public Health	High	General fund, grants	Short	No	Preventative, emergency services, response, recovery	Region
INITIATIVE #7—Work with Public Health, Department of Emergency Management and local fire districts To establish alternate care facilities and supplies needed to treat victims during a regional disaster.									
New	All	1, 3, 5, 6,	Hospital District, DEM, public health	High	General fund, grants	Short	No	Emergency services, response, recovery	Region
INITIATIVE #8—Establish funding to enhance the Environment Of Care activities include mitigation of current hazards									
New	All	1, 2, 3, 4, 5, 6, 7,	Hospital, Engineering/Facilities/Infectious disease	Medium	General funds, Grants	Long term	No	Preventative activities, structural protection, property protection, emergency services, recovery, natural resource protection	County

7.9 PRIORITIZATION OF MITIGATION INITIATIVES

Once the mitigation initiatives items were identified, the Planning Team followed the same process outlined within Volume 1 to prioritize their initiatives. An analysis of six different initiative types for each identified action item was conducted. Table 4-7 identifies the prioritization for each initiative.

TABLE 7-6 MITIGATION STRATEGY PRIORITY SCHEDULE							
Initiative #	# of Objectives Met	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/Budgets?	Priority ^a
1	2	High	Low	Yes	Yes	Yes	High
2	2	High	High	Yes	Yes	No	High
3	5	High	Medium	Yes	Yes	No	Medium
4	4	High	Medium	Yes	Yes	Yes	High
5	6	High	Medium	Yes	Yes	Yes	High
6	3	High	High	Yes	Yes	No	High
7	4	High	High	Yes	Yes	No	High
8	7	High	High	Yes	Unknown	Yes	Medium
a. See Chapter 1 for explanation of priorities.							

7.10 STATUS OF PREVIOUS PLAN INITIATIVES

Table 7-7 summarizes the initiatives that were recommended in the previous version of the hazard mitigation plan and their implementation status at the time this update was prepared.

**TABLE 7-7
STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN**

		Current Status			
		Completed	Continual /Ongoing Nature	Removed /No Longer Relevant /No Action	Carried Over
Mitigation Strategy	2019 Project Status				
#1 Working with island county emergency management, the various fire districts/departments, and social service program providers throughout the planning region, develop a system for capturing the location of citizens with functional and access needs to determine the necessity for portable oxygen generating system.	The District feels this is a viable project to be carried forward, although minimal work has been done on the project since the 2015 plan was completed.		x		x
#2 Seek and apply for a grant funding to obtain a mobile oxygen generating system, which will serve local area medical providers, ambulance and rescue units, and in-home oxygen tanks for citizens requiring oxygen during disaster events, as well as supplying the hospital with additional resources.	See above.		x		x
#3 Assess existing sprinkler systems to determine the need for potential system upgrade to ensure staff and patient safety. Once access, seat grant funding to upgrade system as needed.	This project has been completed.	x			
#4 Complete seismic stability assessment of hospital structures to determine need for possible retrofits or potential structure tiedowns of buildings in equipment.			x		x
#5 Develop an active shooter plan for hospital and survey capacity in hospital to respond to such an incident should one occur.	Ongoing		x		x
#6 Develop chemical response exercise and training efforts in coordination with local emergency management and fire department/districts.	Ongoing		x		x
#7 Implement flood mitigation efforts to reduce potential for elevator shaft flooding	Completed	x			

TABLE 7-7 STATUS OF PREVIOUS HAZARD MITIGATION ACTION PLAN					
		Current Status			
		Completed	Continual /Ongoing Nature	Removed /No Longer Relevant /No Action	Carried Over
Mitigation Strategy	2019 Project Status				
#8 Working with County emergency management seek grant funding to develop a countywide badging and credentialing system, which includes, for the hospital, a security system which also provides visitor badging.				x	
#9 Work with Island County emergency management, department of health, social services in adult care facilities to establish the general location and number of vulnerable populations including special needs and established evacuation plans in the event of a disaster.	Ongoing		x		x

**Island County
2020 Multi-Jurisdiction Hazard Mitigation Plan Update
Volume 2: Planning Partner Annexes**

**APPENDIX A.
PLANNING PARTNER EXPECTATIONS**

Appendix A. PLANNING PARTNER EXPECTATIONS

ISLAND COUNTY WASHINGTON 2020 MULTI-JURISDICTION HAZARD MITIGATION PLAN UPDATE PLANNING PARTNER EXPECTATIONS

One of the goals of the multi-jurisdictional approach to hazard mitigation planning is to achieve compliance with the Disaster Mitigation Act (DMA) for all participating members in the planning effort. There are several different groups who will be involved in this process at different levels. In order to provide clarity, the following is a general breakdown of those groups: the *Planning Team*, which is the Bridgeview Consulting/Tetra Tech Team and those actually responsible for the plan's written development; the *planning partners* are those jurisdictions or special purpose districts that are actually developing an annex to the regional plan; and the *planning stakeholders*, which are the individuals, groups, businesses, academia, state and federal agencies, etc., from which the Planning Team gains information to support the various elements of the plan.

DMA compliance requires that participation be defined in order for a jurisdiction or special purpose district to develop an annex to the base plan and be eligible as a sub-grantee to receive mitigation funds from FEMA. To achieve compliance for *all* partners, the plan must clearly document how each planning partner was involved in the plan's development. The best way to do this is to clearly define "participation". For this planning process, "participation" is defined by the following criteria (please note – these items may change based on planning partner decisions and are intended for over-view only):

- **Estimated level of effort.** It is estimated that the total time commitment to meet these "participation" requirements for a planning partner would be *approximately 40 – 50 hours over the 12 to 14 month period* (this time may vary based on travel time to meeting locations). Approximately 60 percent of this time would be allocated to meeting items F through L described below. This time is reduced somewhat for special purpose districts.
- **Participate in the process.** As indicated, it must be documented in the plan that each planning partner "participated" in the process consistent with their capabilities. There is flexibility in defining "participation," which can vary based on the type of planning partner (i.e.: City or County vs. a Special Purpose District) involved. However, the level of participation must be defined at the on-set of the planning process, and we must demonstrate the extent to which this level of participation has been met for each partner.
- **Duration of planning process.** This process is anticipated to take 12 to 14 months to complete. It will be easy to become disconnected with the process objectives if you do not participate in the planning meetings to some degree.
- **Facility Update.** Each planning partner will be requested to update their facilities list for use during the risk assessment. If the list is not updated, Hazus default data will be utilized. Updating this list provides a much more detailed analysis.
- **Consistency Review.** All planning partners will be asked to review the existing Hazard Mitigation Plan (HMP) to identify any errors, additions or modifications which are needed for the 2019 update. General data must be reviewed, re-written if necessary, and confirmed (e.g., goals, objectives, hazards of concern to be addressed, etc.). Each planning partner will also be required to review and identify their capabilities during this process. This capability assessment

will require a review of existing documents (plans, studies and ordinances) pertinent to each jurisdiction to identify policies or recommendations that are consistent with those in the “base” plan or have policies and recommendations that complement the hazard mitigation initiatives selected (i.e. growth policies, comprehensive plans, basin plans, hazard specific plans, subdivision regulations, zoning). Existing members will review data to confirm accuracy; new partners will be required to establish their initial capability matrix with assistance from the Planning Team.

- **Action/Strategy Review and New Strategy Development.** All previous planning partners will be required to perform a review of the strategies from their respective prior action plan to: determine those that have been accomplished and how they were accomplished; and why those that have not been accomplished were not completed. Note – even if your plan has expired, it is still considered an update, and not a new plan. The entire planning partnership will then develop new strategies and action items for the 2019 updated plan. The Planning Team will be available to assist with this task through a facilitated process.
- **Plan must be adopted by each jurisdiction.**

One of the benefits to multi-jurisdictional planning is the ability to pool resources. This means more than monetary resources. Resources such as staff time, meeting locations, media resources, technical expertise will all need to be utilized to generate a successful plan. In addition, these resources can be pooled such that decisions can be made by a group consensus applying to the whole, thus reducing the individual level of effort of each planning partner. The assembled planning partnership for this effort may meet monthly (unless decided otherwise) *on an as-needed basis* as determined by the Planning Team, and will provide guidance and decision making during all phases of the plan’s development. These meetings may be held in person, via conference calls or via webinar as determined by the Planning Team. In addition, there will also be two or three workshop sessions (depending on work accomplished at each session); and one public outreach session at the September Safety Fair (alternatively, individual planning partners may elect to host their own outreach session within their jurisdiction).

With the above participation requirements in mind, each planning partner will be asked to aid this process by being prepared to develop its section of the plan. To be an eligible planning partner in this effort, each Planning Partner will be asked to provide the following:

- A. A “Letter of Intent to Participate” or Resolution to participate as a planning partner to the HMG Plan (see exhibit A).
- B. Designate a lead point of contact for this effort. This designee will be listed as the hazard mitigation point of contact for your jurisdiction in the plan.
- C. Identify a bill rate (*not burdened rate – benefits not included*) for this point of contact which will be used to calculate the in-kind match for the grant that is funding this project.
- D. If requested, provide support in the form of mailing list, possible meeting space, and public information materials, such as newsletters, newspapers or direct mailed brochures, required to implement the public involvement strategy.
- E. Participate in the process. There will be many opportunities as this plan evolves to participate. Opportunities such as:
 - a. Planning Partner meetings
 - b. Public meetings or open houses
 - c. Workshops/ Planning Partner specific training sessions
 - d. Public review and comment periods prior to adoption

At each and every one of these opportunities, attendance will be recorded. Attendance records will be used to document participation for each planning partner. A threshold of 60% of meeting attendance is required to gain minimum level of participation. However, each planning partner should attempt to attend all possible meetings and events. Different modes of meeting attendance will be possible – in person, via conference call, webinar, etc.

- F. There will be a minimum of two **mandatory** workshops that all planning partners will be required to attend. Information in these workshops will cover the initial kick-off meeting, information on the proper completion of the jurisdictional annex template which is the basis for each partner's jurisdictional chapter in the plan, strategy review and development, and review and confirmation of various elements of the existing plan. Failure to have a representative at these workshops will disqualify the planning partner from participation in this effort. The schedule for these workshops will be such that all committed planning partners will be able to attend.
- G. After participation in the mandatory annex workshops, each partner will be required to complete their respective annex document and provide it to the Planning Team in the time frame established. Technical assistance in the completion of these annexes will be available from the Planning Team. Failure to complete your annex in the required time frame *may* lead to disqualification from the partnership.
- H. Each partner will be asked to perform a "consistency review" of all technical studies, plans, ordinances specific to hazards to determine the existence of any not consistent with the same such documents reviewed in the preparation of the County (parent) Plan. For example, if your community has a floodplain management plan that makes recommendations that are not consistent with any of the County's Basin Plans, that plan will need to be reviewed for probable incorporation into the plan for your area.
- I. Each partner will be asked to review the Risk Assessment and identify hazards and vulnerabilities specific to its jurisdiction. Contract resources will provide the jurisdiction specific mapping and technical consultation to aid in this task, but the determination of risk and vulnerability will be up to each partner (through a facilitated process during the mandatory workshops).
- J. Each partner will be asked to review and determine if the mitigation recommendations chosen in the parent plan will meet the needs of its jurisdiction. Projects within each jurisdiction consistent with the parent plan recommendations will need to be identified and prioritized, and reviewed to determine their benefits vs. costs.
- K. Each partner will be required to create its own action plan that identifies each project, who will oversee the task, how it will be financed and when it is estimated to occur.
- L. Each partner will be required to formally adopt the plan.

Planning tools and instructions to aid in the compilation of this information will be provided to all planning partners. Each partner will be asked to complete their annexes in a timely manner and according to the timeline specified.

**** Note**:** Once this plan is completed, and FEMA approval has been determined for each partner, maintaining that eligibility will be dependent upon each partner implementing the plan implementation-maintenance protocol identified in the plan.

**Exhibit A.
Example Letter of Intent to Participate**

Island County Hazard Mitigation Planning Partnership

C/O Bev O'Dea, Bridgeview Consulting, LLC.

915 No. Laurel Lane

Tacoma, WA 98406

Via email at: bevodea@bridgeviewconsulting.org

Re: Statement of Intent to Participate - Island County Multi-jurisdictional Hazard Mitigation Plan

Dear Island County Planning Partnership,

In accordance with the Federal Emergency Management Agency's (FEMA) Local Mitigation Plan requirements, under 44 CFR §201.6, which specifically identify criteria that allow for multi-jurisdictional mitigation plans, the [Participating Jurisdiction] is submitting this letter of intent to confirm that [Participating Jurisdiction] has agreed to participate in the Island County Multi-jurisdictional Hazard Mitigation Planning effort.

Further, as a condition to participating in the mitigation planning; [Participating Jurisdiction] agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary and in a timely manner to Island County to complete the plan in conformance with FEMA requirements.

[Participating Jurisdiction] understands that it must engage in the following planning process, as more fully described in FEMA's *Local Multi-Hazard Mitigation Planning Guidance*, including, but not limited to:

- Identification of hazards unique to the jurisdiction and not addressed in the master planning document;
- Conducting a vulnerability analysis and identification of risks, where they differ from the general planning area;
- Formulation of mitigation goals responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specific for each jurisdiction;
- Demonstration that there has been proactively offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process, attending meetings, contributing research, data, or other information, commenting on drafts of the plan, etc.);
- Documentation of an effective process to maintain and implement the plan;
- Formal adoption of the Multi-jurisdictional Hazard Mitigation Plan by the jurisdiction's governing body (each jurisdiction must officially adopt the plan); and
- Documentation of participation in the National Flood Insurance Program (NFIP), continued compliance with NFIP requirements, and address NFIP insured structures that have been repetitively damaged by floods.

Therefore, with a full understanding of the funding obligations incurred by an agreement between the Lead Jurisdiction and the Participating Jurisdiction, I [Name of authorized jurisdiction official], commit [Name of Participating Jurisdiction] to the [Name of Lead Jurisdiction] Multi-jurisdictional Hazard Mitigation Planning effort.

Executed this ____ day of _____, 2019.

Sincerely,

[Jurisdiction official's signature]

Exhibit B.
(Current) Planning Team Contact information

Name	Representing	Address	Phone	e-mail

**Island County
Multi-Jurisdiction Hazard Mitigation Plan 2020 Update
Volume 2: Planning Partner Annexes**

**APPENDIX B.
PLANNING TEAM GROUND RULES**

APPENDIX B.

ISLAND COUNTY PLANNING TEAM GROUNDRULES

2020 MULTI-JURISDICTION HAZARD MITIGATION PLAN UPDATE

PURPOSE

As the title suggests, the role of the Planning Team (PT) is to guide the development of the Hazard Mitigation Plan through a facilitated process that will result in a plan that can be embraced both politically and by the constituency within the planning area. The PT will provide guidance and leadership, oversee the planning process, and act as the point of contact for all agency representatives, stakeholders and the various interest groups in the planning area. The PT, made up of all planning partners involved in this process, provides the best possible cross section of views to enhance the planning effort and to help build support for hazard mitigation.

CHAIRPERSON

The Planning Committee has selected a chairperson, Eric Brooks, from Island County Emergency Management. The role of the chair is to:

1. Lead meetings so that agendas are followed and meetings adjourn on-time;
2. Allow all members to be heard during discussions;
3. Moderate discussions between members with differing points of view;
4. Be a sounding board for staff in the preparation of agendas and how to best involve the full team in work plan tasks; and
5. Serve as the primary spokesperson for this planning effort.

ATTENDANCE

Participation of all Team members in meetings is important and members should make every effort to attend each meeting. If Team members cannot attend, they should inform the Planning Team before the meeting is conducted. Each Planning Team member should attempt to identify an alternate who will represent that member at any meeting for which attendance cannot be met. If a member accumulates:

- One unexcused absence, or
- Two consecutive excused absences

That member will be contacted by the Chair to see if there are any issues with regards to that individual's participation on the Team.

The Planning Team determined that in order to achieve an active level of participation in this planning efforts, 75 percent of all meetings must be attended by the entity developing an Annex to the Island County Multi-Jurisdiction Hazard Mitigation Plan.

Any final action determining active participation will be at the direction of the Planning Team. The Planning Team will strive to maintain the Planning Team membership at 10 members – one from each participating entity.

MAJORITY RULE

The Planning Team determined that a minimum attendance at each meeting will not be required in order to conduct business; rather, majority rule will prevail at any time when items require a vote for meeting attendees in order to reach consensus and continue the planning process forward. With the anticipation of an alternate Planning Team member being appointed by each of the participating entities, the Planning Team felt that the different viewpoints of team member will be adequately represented. Alternatively, if neither the primary or alternate team members are present, the decisions reached during meetings will be binding upon absent members based on decisions reached through consensus voting. It should be understood that all entities must maintain an active level of participation in this effort; decisions made during the absence of the member does not meet active participation.

ALTERNATES

There may be circumstances when regular Planning Team members cannot attend the planning meeting. To address these circumstances, alternate members will be pre-identified as appropriate. The Planning Team determined that the role of alternates will be the same as the primary Planning Team member. Therefore, the Planning Team alternate can make a binding decision or vote on any issue at a meeting in which they preside as a fully empowered team representative.

DECISION-MAKING

As the Planning Team provides advice and guidance on the Plan, it will strive for consensus on all decisions that need to be made, with special effort to hear and consider all opinions within the group. Consensus is defined as a recommendation that may not be ideal for each member, but every member can live with it (using the consensus continuum as a gage). Strong minority opinions will be recorded in meeting summaries and the team may choose to note such opinions in their final recommendations.

RECOMMENDATIONS

If differing opinions exist for any significant portion of this planning effort, the Planning Team determined that such recommendations will be recorded in the meeting summaries and reflected in the plan as appropriate.

SPOKESPERSONS

Ideally, the Planning Team will present a united front after considering the different viewpoints of its members, recognizing that each member might have made a somewhat different viewpoint. In order to ensure consistent information is provided, and to consistently represent the Team's united recommendations to participating organizations, the public, and the media, the Chairperson will act as the Team's spokesperson(s). In addition, each member should have a responsibility to represent the Team's recommendation when speaking on Plan-related issues as a Team member. Any differing personal or organizational viewpoints should be clearly distinguished from the Team's work. In an effort to enhance community involvement and participation, the Planning Team determined that if questions were posed to the Chairperson about a specific jurisdiction, the community member would be re-directed back to the appropriate Planning Team member so as to allow for relationship building and enhanced communications within the specific planning area.

STAFFING

The Planning Team for this project includes appropriate personnel from Island County, along with contract consultant assistance provided by Bridgeview Consulting. The Planning Team will schedule meetings, distribute agendas, prepare information/presentations for Planning Team meetings, write meeting summaries, and generally seek to facilitate the Team's activities.

PUBLIC COMMENT

As they conduct Planning Team work, members will seek to keep the public and the groups to which they are affiliated informed about the plan. Information of such outreach will be provided to contract consultant for recording in the plan milestones.

All Planning Team meetings will be open to the public and advertised as such. The Planning Team will adhere to the "Rules of Conduct" which are consistent with the Open Public Meetings Act (Chapter 42.30 RCW) and have been administered by the Board of Island County Commissioners. Members of the public wishing to address the Planning Team may do so based on the following protocol:

- General guidelines
 - The purpose of the meeting is to address the hazard mitigation plan; therefore, only items identified on the previous meeting's agenda will be recognized - no new items will be addressed.
 - Speakers will be required to sign in previous to the beginning of the meeting so that they may be recognized by the Chair;
 - Presentations by citizens will be made at the onset of the meeting;
 - Any person submitting letters or documents should provide a minimum of six (6) copies prior to the meeting or at the meeting. All copies should be given to the Chair of the Planning Team. The Chair will be officially responsible for distributing the submittal(s).
 - Demonstrations, the displaying of banners, signs, buttons, or apparel expressing opinions on political matters or matters being considered by the Planning Team will not be permitted at meetings to maintain the decorum befitting the deliberative, legislative or executive process.
 - A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum asserted.
 - When addressing the Planning Team, members of the public shall direct all remarks to the PC Chair and shall confine remarks to the matters that are specifically before the board.
- Speaking Time Limits
 - Unless deemed otherwise by the Chair, each person addressing the Planning Team shall be limited to two (2) minutes speaking time. The speaking time limit does not include time necessary to respond to questions asked by members.
 - Speakers may allocate their two (2) minutes to another speaker provided they so indicate on their sign-in sheet or at the time they are recognized by the Chair. The sharing of minutes to a speaker may occur only once.

MEETINGS

Meetings will be advertised on the County's webpage a minimum of one week prior to the meeting occurring. Planning meetings will be established on an as-needed basis throughout the planning process, and will be established customarily as a workshop. All meetings will be held at the Coupeville Recreation Hall unless otherwise identified. The Planning Team also has the option to adjust this schedule due to holidays or other extenuating circumstances. Meetings will be open to the public and advertised as such.

**Island County
Multi-Jurisdiction Hazard Mitigation Plan 2020 Update
Volume 2: Planning Partner Annexes**

**APPENDIX C.
PROCEDURES FOR LINKING TO
THE HAZARD MITIGATION PLAN UPDATE**

APPENDIX C. PROCEDURES FOR LINKING TO THE HAZARD MITIGATION PLAN UPDATE

Not all eligible local governments within Island County are included in the *2019 Island County Multi-Jurisdiction Hazard Mitigation Plan Update*. It is assumed that some or all of these non-participating local governments may choose to “link” to the Plan at some point to gain eligibility for programs under the federal Disaster Mitigation Act. In addition, some of the current partnership may not continue to meet eligibility requirements due to a lack of participation as prescribed by the plan. The following “linkage” procedures define the requirements established by the Planning Team for dealing with an increase or decrease in the number of planning partners linked to this plan. It should be noted that a currently non-participating jurisdiction within the defined planning area is not obligated to link to this plan. These jurisdictions can choose to do their own “complete” plan that addresses all required elements of 44 CFR Section 201.6.

Increasing the Partnership through Linkage

Eligible linking jurisdictions are instructed to complete all of the following procedures during this time frame:

- The eligible jurisdiction requests a “Linkage Package” by contacting the Point of Contact (POC) for the plan:

Name:	Eric Brooks
Title:	Director, Island County Emergency Management
Address:	PO Box 500
City, State ZIP:	Coupeville, WA 98239
Phone:	(360) 679-7370
e-mail:	E.Brooks@co.island.wa.us

The POC will provide a linkage packages that includes:

- Copy of Volume 1 and 2 of the plan
 - Planning partner’s expectations package.
 - A sample “letter of intent” to link to the hazard mitigation plan update.
 - A Special Purpose District or City template and instructions.
 - Catalog of Hazard Mitigation Alternatives
 - A “request for technical assistance” form.
 - A copy of Section 201.6 of Chapter 44, the Code of Federal Regulations (44 CFR), which defines the federal requirements for a local hazard mitigation plan.
- The new jurisdiction will be required to review both volumes of the hazard mitigation plan update, which includes the following key components for the planning area:
 - The planning area risk assessment
 - Goals and objectives
 - Plan implementation and maintenance procedures
 - Comprehensive review of alternatives

- County-wide initiatives.

Once this review is complete, the jurisdiction will complete its specific annex using the template and instructions provided by the POC. Technical assistance can be provided upon request by completing the request for technical assistance (TA) form provided in the linkage package. This TA may be provided by the POC or any other resource within the Planning Partnership such as a member of the Planning Team or a currently participating City or Special Purposes District partner. The POC will determine who will provide the TA and the possible level of TA based on resources available at the time of the request.

- The new jurisdiction will be required to develop a public involvement strategy that ensures the public's ability to participate in the plan development process. At a minimum, the new jurisdiction must make an attempt to solicit public opinion on hazard mitigation at the onset of this linkage process and a minimum of one public meeting to present their draft jurisdiction specific annex for comment, prior to adoption by the governing body. The Planning Partnership will have resources available to aid in the public involvement strategy such as the Plan website. However, it will be the new jurisdiction's responsibility to implement and document this strategy for incorporation into its annex. It should be noted that the Jurisdictional Annex templates ***do not*** include a section for the description of the public process. This is because the original partnership was covered under a uniform public involvement strategy that covered the planning area described in Volume 1 of the plan. Since new partners were not addressed by that strategy, they will have to initiate a new strategy, and add a description of that strategy to their annex. For consistency, new partners are encouraged to follow the public involvement format utilized by the initial planning effort as described in Volume 1 of the plan.
- Once their public involvement strategy is completed and they have completed their template, the new jurisdiction will submit the completed package to the POC for a pre-adoption review to ensure conformance with the Regional plan format.
- The POC will review for the following:
 - Documentation of Public Involvement strategy
 - Conformance of template entries with guidelines outlined in instructions
 - Chosen initiatives are consistent with goals, objectives and mitigation catalog of the hazard mitigation plan update
 - A designated point of contact
 - A ranking of risk specific to the jurisdiction.

The POC may utilize members of the Planning Team or other resources to complete this review. All proposed linked annexes will be submitted to the Planning Team for review and comment prior to submittal to State Emergency Management.

- Plans approved and accepted by the Planning Team will be forwarded to Washington State Emergency Management for review with a cover letter stating the forwarded plan meets local approved plan standards and whether the plan is submitted with local adoption or for criteria met/plan not adopted review.
- Washington State Emergency Management Division (EMD) will review plans for federal compliance. Non-Compliant plans are returned to the Lead agency for correction. Compliant plans are forwarded to FEMA for review with annotation as to the adoption status.
- FEMA reviews the new jurisdiction's plan in association with the approved plan to ensure DMA compliance. FEMA notifies new jurisdiction of results of review with copies to Washington State EMD and approved planning authority.

- New jurisdiction corrects plan shortfalls (if necessary) and resubmits to Washington State EMD through the approved plan lead agency.
- For plans with no shortfalls from the FEMA review that have not been adopted, the new jurisdiction governing authority adopts the plan (if not already accomplished) and forwards adoption resolution to FEMA with copies to lead agency and Washington State EMD.
- FEMA regional director notifies new jurisdiction governing authority of plan approval.

The new jurisdiction plan is then included with the regional plan with the commitment from the new jurisdiction to participate in the ongoing plan implementation and maintenance.

Decreasing the Partnership

The eligibility afforded under this process to the planning partnership can be rescinded in two ways. First, a participating planning partner can ask to be removed from the partnership. This may be done because the partner has decided to develop its own plan or has identified a different planning process for which it can gain eligibility. A partner that wishes to voluntarily leave the partnership shall inform the POC of this desire in writing. This notification can occur any time during the calendar year. A jurisdiction wishing to pursue this avenue is advised to make sure that it is eligible under the new planning effort, to avoid any period of being out of compliance with the Disaster Mitigation Act.

After receiving this notification, the POC shall immediately notify both Washington State EMD and FEMA in writing that the partner in question is no longer covered by the hazard mitigation plan update, and that the eligibility afforded that partner under this plan should be rescinded based on this notification.

The second way a partner can be removed from the partnership is by failure to meet the participation requirements specified in the “Planning Partner Expectations” package provided to each partner at the beginning of the process, or the plan maintenance and implementation procedures specified within Volume 1 of the plan. Each partner agreed to these terms by adopting the plan.

Eligibility status of the planning partnership will be monitored by the POC. The determination of whether a partner is meeting its participation requirements will be based on the following parameters:

- Are progress reports being submitted annually by the specified time frames?
- Are partners notifying the POC of changes in designated points of contact?
- Are the partners supporting the Planning Team by attending designated meetings or responding to needs identified by the body?
- Are the partners continuing to be supportive as specified in the Planning Partners expectations package provided to them at the beginning of the process?

Participation in the plan does not end with plan approval. This partnership was formed on the premise that a group of planning partners would pool resources and work together to strive to reduce risk within the planning area. Failure to support this premise lessens the effectiveness of this effort. The following procedures will be followed to remove a partner due to the lack of participation:

- The POC will advise the Planning Team of this pending action and provide evidence or justification for the action. Justification may include: multiple failures to submit annual progress reports, failure to attend meetings determined to be mandatory by the Planning Committee, failure to act on the partner’s action plan, or inability to reach designated point of contact after a minimum of five attempts.

- The Planning Team will review information provided by POC, and determine action by a vote. The Planning Team will invoke the voting process established in the ground rules established during the formation of this body.
- Once the Planning Team has approved an action, the POC will notify the planning partner of the pending action in writing via certified mail. This notification will outline the grounds for the action, and ask the partner if it is their desire to remain as a partner. This notification shall also clearly identify the ramifications of removal from the partnership. The partner will be given 30 days to respond to the notification.
- Confirmation by the partner that they no longer wish to participate or failure to respond to the notification shall trigger the procedures for voluntary removal discussed above.
- Should the partner respond that they would like to continue participation in the partnership, they must clearly articulate an action plan to address the deficiencies identified by the POC. This action plan shall be reviewed by the Planning Team to determine whether the actions are appropriate to rescind the action. Those partners that satisfy the Planning Team's review will remain in the partnership, and no further action is required.
- Automatic removal from the partnership will be implemented for partners where these actions have to be initiated more than once in a 5-year planning cycle.